



<b>1 SCOPE OF PROJECT: (RCO 107.2.1)</b> <input type="checkbox"/> Building General <input type="checkbox"/> Accessory Structure <input type="checkbox"/> Mechanical <input type="checkbox"/> Fence (over 6' tall) <input type="checkbox"/> Electrical <input type="checkbox"/> Other: <input type="checkbox"/> Sprinkler System <input type="checkbox"/> Other: <input type="checkbox"/> Fire Alarm <input type="checkbox"/> Other: <input type="checkbox"/> Plumbing <input type="checkbox"/> Other:	<b>2 TYPE OF PROJECT:</b> <input type="checkbox"/> New Building Construction <input type="checkbox"/> Building Addition <input type="checkbox"/> Alteration <input type="checkbox"/> Repair/Maintain/Replacement <input type="checkbox"/> Accessory Building <input type="checkbox"/> Request Existing Bldg C of O	<b>3 PHASED PLAN REVIEW:</b> <input type="checkbox"/> Foundation <input type="checkbox"/> Framing: <input type="checkbox"/> Other: <input type="checkbox"/> Other: <input type="checkbox"/> Other: <input type="checkbox"/> Other:										
<b>4 DESCRIPTION OF THE EXTENT OF WORK INCLUDED IN APPROVAL: (RCO 107.2.1)</b>       												
<b>5 PROJECT LOCATION: (RCO 107.2.2)</b> Legal description _____ Street Address _____ City/Township _____ Zip Code _____ County _____ Directions _____ <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"><input type="checkbox"/> Is this project/building located in a flood plain?</td> <td style="width: 10%; border: 1px solid black; text-align: center;"><input type="checkbox"/></td> <td style="width: 10%; border: 1px solid black; text-align: center;">Yes</td> <td style="width: 10%; border: 1px solid black; text-align: center;"><input type="checkbox"/></td> <td style="width: 10%; border: 1px solid black; text-align: center;">No</td> </tr> <tr> <td><input type="checkbox"/> Has flood plain administrator been contacted for requirements?</td> <td style="border: 1px solid black; text-align: center;"><input type="checkbox"/></td> <td style="border: 1px solid black; text-align: center;">Yes</td> <td style="border: 1px solid black; text-align: center;"><input type="checkbox"/></td> <td style="border: 1px solid black; text-align: center;">No</td> </tr> </table>			<input type="checkbox"/> Is this project/building located in a flood plain?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/> Has flood plain administrator been contacted for requirements?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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<b>6</b> -----    												
<b>7 BUILDING OWNER INFORMATION: (RCO 107.2.4)</b> Name of owner _____ Attention _____ Street Address _____ City _____ State _____ Zip _____ Phone No. _____ Fax _____ E-mail _____												
<b>8 APPLICANT INFORMATION: (Owner or Owner's authorized agent) (RCO 107.2.4)</b> Applicant _____ Attention _____ Street Address _____ City _____ State _____ Zip _____ Phone No. _____ Fax _____ E-mail _____												

<b>9</b>	<b>REGISTERED DESIGN PROFESSIONAL –IF APPLICABLE:</b> <b>(RCO 106.1.1-2, 106.2)</b>	___ Architect      ___ Engineer	Certified Fire protection system installer (RCO 106.1.1.3)
Designer _____		Registration /Certificate No.: _____	
Street Address _____		City _____	State _____ Zip _____
Phone No. _____		Fax _____	E-mail _____
<b>10</b>	<b>EVIDENCE OF RESPONSIBILITY: (RCO 106.2)</b> (Required residential construction documents when submitted for review as required under RCO section 107 shall bear the identification of the person primarily responsible for their preparation. No 'seal' is required for any documents per Ohio Revised Code Section 3791.04 (A)(2)(b).		
Document Preparer Name : _____		Title/Company: _____	
Address: _____		City: _____	State: _____ Zip: _____
<b>11</b>	<b>INDUSTRIALIZED UNITS INFORMATION:</b> (The following information applies to the INDUSTRIALIZED UNITS and alternative materials, designs, methods of construction or equipment approved by the State of Ohio, Board of Building Standards Industrialized units (IU) program.) (RCO 106.1.4, Section 114)		
■ Authorized Manufacturer and project Information: Approval number: _____ Approval Date: _____ Board approved documents submitted to local Building Official?      YES _____ NO _____ Details of on-site interconnection of modules or assemblies submitted to BO?      YES _____ NO _____			
<b>12</b>	<b>CONSTRUCTION DOCUMENTS REQUIREMENTS:</b> ( Refer to RCO 106.1-3(1-9) for specific construction document requirements )		
■ (Refer to attached examples of worksheets for Plumbing, Mechanical and Electrical submission requirements.)			
<i>Time limitation of Application: (RCO 107.2.1) The approval of construction documents under this section is a "license" and the failure to approve such construction documents as submitted within <u>thirty days after filing</u> or the disapproval of such construction documents is an "adjudication order denying the issuance of a license" requiring the opportunity for an "adjudication hearing" as provided by sections 119.07 to 119.13 of the Revised Code and as modified by sections 3781.031 and 3781.19 of the Revised Code. In accordance with section 109, an adjudication order denying the issuance of a license shall specify the reasons for such denial.</i>			
<b>13</b>	<b>CERTIFICATION: (RCO 107.2.5)</b> I certify that I am the _____ Owner _____ Owner Authorized Agent All information contained in this application is true, accurate, and complete to the best of my knowledge. All official correspondence in connection with this application should be sent to my attention at the address shown above and copied to the Owner.		<b>14</b>
Signature _____		<b>THE AREA BELOW IS FOR OFFICIAL USE ONLY:</b> Date received _____ Appl. No.: _____ Check No.: _____ Verification # _____ Processed by: _____ Walk in _____ Mail in _____	
Print Name: _____ Date _____			

*"An Equal Opportunity Employer and Service Provider"*

**Notes:**

This area is designated for the incorporation of fee schedules as established by the locally adopted fee schedule as indicated by ordinance.