



10101 Montgomery Road · Montgomery, OH 45242  
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<http://montgomeryohio.org>

**BUILDING PERMIT APPLICATION**  
**FOR INFORMATION CALL National Inspection Corporation: 1-888-433-4642**

**RESIDENTIAL:** \_\_\_\_\_ **COMMERCIAL:** \_\_\_\_\_

**SITE ADDRESS:** \_\_\_\_\_ **TENANT NAME:** \_\_\_\_\_

**PROJECT DESCRIPTION:** \_\_\_\_\_

PLEASE PRINT	NAME	STREET ADDRESS	CITY, STATE, ZIP	PHONE & FAX NUMBER
PROPERTY OWNER				
GENERAL CONTRACTOR				
HVAC CONTRACTOR				
ARCHITECT				

CHECK PERMIT TYPES REQUESTED: (Please check all that apply)

BUILDING\_\_\_ HVAC\_\_\_ Change of Use/Occupancy\_\_\_ SIGN\_\_\_ ACCESSORY STRUCTURE/POOL\_\_\_

NEW CONSTRUCTION\_\_\_ ADDITION\_\_\_ ALTERATION/REMODEL\_\_\_ FIRE SPRINKLER SYSTEM\_\_\_

KITCHEN EXHAUST HOOD\_\_\_ OTHER(Specify)\_\_\_\_\_

**EST. PROJECT COST:** \$ \_\_\_\_\_ **TOTAL SQ. FT.:** \_\_\_\_\_ **LOT #:** \_\_\_\_\_

**PROPERTY IN HERITAGE DISTRICT?:** yes no **PROPERTY IN FLOOD PLAIN?:** yes no

**COMMERCIAL ONLY: ...USE GROUP:** \_\_\_\_\_ **CONSTRUCTION TYPE:** \_\_\_\_\_ **OCCUPANT LOAD:** \_\_\_\_\_

Applicant being the Owner or Owner's Agent has submitted construction plans, specifications, and plot plans that incorporated into and made part of this application consideration of the granting of the permit hereby requested. Applicant acknowledges that the Owner has given Applicant the authority to apply for the building and/or zoning permit. Applicant agrees to ensure the related work is completed in accordance with the terms of the permit and applicable State and local laws and regulations. Applicant acknowledges it is the responsibility of Applicant to verify and comply with all easements, rights of way, plat covenants and restrictions of record affecting the said property. Applicant will notify the Building Inspector upon start of construction, call for required inspections and not use or occupy the structure until a Certificate of Occupancy or Completion (full or conditional) has been issued by the Building Inspector. I certify that I have examined this application and all information in this application is true and correct.

**APPLICANT'S NAME (PLEASE PRINT)** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**APPLICANT'S EMAIL ADDRESS** \_\_\_\_\_

**APPLICANT'S SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

\*\*\*\*\*OFFICE USE ONLY\*\*\*\*\*

DEPOSIT AMOUNT: \$ \_\_\_\_\_ RECEIVED BY: \_\_\_\_\_ DATE ZONING PERMIT ISSUED: \_\_\_\_\_

**APPROVED/NOT APPROVED** \_\_\_\_\_ **(C.B.O) DATE:** \_\_\_\_\_ **PERMIT #** \_\_\_\_\_