

APPLICATION FOR RESIDENTIAL BUILDING PERMIT



CITY OF MIDDLEBURG HEIGHTS
Division of Building
15700 BAGLEY ROAD, MIDDLEBURG HEIGHTS, OHIO 44130
Phone (440) 234-2218 • Fax (440) 234-9092
E-mail: building@middleburgheights.com



TO THE BUILDING COMMISSIONER:

I, _____, hereby make application for the construction as described below and/or as submitted for plan approval at the location given. The acceptance of the permit herein applied for shall constitute an agreement on the part of the undersigned to abide by all conditions therein contained and to comply with all ordinances of the City of Middleburg Heights and the laws of the State of Ohio relating to the work to be done there under and said agreement is a condition of said permit. Furthermore, I agree to notify the Division of Building for inspections as follows: **FOOTER BEFORE POURING; FRAMING; ELECTRICAL WIRING, PLUMBING, HEATING PIPES, ETC. BEFORE COVERING; FOUNDATIONS AND DRAINS BEFORE BACKFILLING; AND FINAL FOR OCCUPANCY.**

INCOMPLETE FORMS WILL DELAY PLAN APPROVALS

Property Address: _____ Permanent Parcel # _____ - _____ - _____

Owner Name: _____ Cell Phone: _____

House Phone: _____ E-mail: _____

Property Owner Address (If different from above) _____

Description of Project: _____

Sq. Ft. of Construction Space/Home: _____ Sublot (new homes only) _____

ESTIMATED CONSTRUCTION COST:	BUILDING	\$ _____
	ELECTRICAL	\$ _____
	PLUMBING	\$ _____
	HVAC	\$ _____
	TOTAL	\$ _____

NOTE: BEFORE ANY JOB IS STARTED, ALL CONTRACTORS MUST BE REGISTERED AND A PERMIT MUST BE APPROVED AND ISSUED. ANY JOB STARTED BEFORE APPROVAL AND ISSUANCE OF A PERMIT SHALL BE SUBJECT TO A PENALTY.

General Contractor: _____

Contractor Agent: _____ Cell Number: _____

Contractor Address: _____

Contractor Business Phone: _____ Fax Number: _____

E-mail Address: _____

I HEREBY APPROVE THE ABOVE APPLICATION FOR A PERMIT TO PERFORM THE ABOVE DESCRIBED WORK SUBJECT TO THE REQUIRED APPROVED DRAWINGS.

BUILDING OFFICIAL

DATE

LIST CONTRACTORS FOR PROJECT

Asphalt/Paving:

Address: _____

Phone: _____

Concrete:

Address: _____

Phone: _____

Electric:

Address: _____

Phone: _____

HVAC:

Address: _____

Phone: _____

Landscaping:

Address: _____

Phone: _____

Plumbing:

Address: _____

Phone: _____

Siding:

Address: _____

Phone: _____

OTHER:

Address: _____

Phone: _____

Carpentry:

Address: _____

Phone: _____

Drywall:

Address: _____

Phone: _____

Excavation:

Address: _____

Phone: _____

Insulation:

Address: _____

Phone: _____

Mason/Foundation:

Address: _____

Phone: _____

Roofing:

Address: _____

Phone: _____

Structural Steel:

Address: _____

Phone: _____

OTHER:

Address: _____

Phone: _____