

# APPLICATION FOR COMMERCIAL BUILDING PERMIT



## CITY OF MIDDLEBURG HEIGHTS Division of Building

15700 BAGLEY ROAD, MIDDLEBURG HEIGHTS, OHIO 44130  
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### TO THE BUILDING COMMISSIONER:

With this detailed application and plans, I \_\_\_\_\_, hereby make application for the construction as described in detail below 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 Building Department for inspections as follows: **FOOTERS BEFORE POURING; FRAMING; ELECTRICAL WIRING, PLUMBING, HEATING PIPES, ETC. BEFORE COVERING; FOUNDATIONS AND DRAINS BEFORE BACKFILLING; AND FINALS FOR OCCUPANCY.**

**\*INCOMPLETE FORMS WILL DELAY PLAN APPROVALS\***

Project Address \_\_\_\_\_ Suite/Unit # \_\_\_\_\_  
Tenant Name \_\_\_\_\_ Phone # \_\_\_\_\_  
Property Owner Name \_\_\_\_\_ Phone # \_\_\_\_\_  
Property Owner Address \_\_\_\_\_  
Sq. Ft. of Construction Space: \_\_\_\_\_ Permanent Parcel Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Job Description: \_\_\_\_\_  
\_\_\_\_\_

Estimated Construction Cost:	Building:	\$	<input type="text"/>
	Electric:	\$	<input type="text"/>
	Plumbing:	\$	<input type="text"/>
	HVAC:	\$	<input type="text"/>
	<b>TOTAL:</b>	\$	<input type="text"/>

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 # \_\_\_\_\_  
CONTRACTOR ADDRESS \_\_\_\_\_  
CONTRACTOR PHONE # \_\_\_\_\_ FAX # \_\_\_\_\_  
E-MAIL ADDRESS \_\_\_\_\_  
AUTHORIZED SIGNATURE \_\_\_\_\_

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

\_\_\_\_\_  
BUILDING COMMISSIONER

\_\_\_\_\_  
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: \_\_\_\_\_