



City of London Building Department

102 1/2 South Main Street
London, Ohio 43140

Thomas A. Hale, CBO, RBO
Phone: 740-852-7045 Fax: 740-852-7047

RESIDENTIAL BUILDING PLAN APPROVAL APPLICATION

PLEASE PRINT OR TYPE
PLEASE SEE SUBMITTAL REQUIREMENTS PART B

PERMIT NUMBER _____

1. PROJECT INFORMATION:

Street Address _____

City/State/Zip _____

Jurisdiction (City, Village, or Township project is in) _____

Project Description: _____

Cost of Project \$ _____

Living Area (habitable space) (Sq. Ft.) _____

Non Living (garage, porch, decks) (Sq. Ft.) _____

#of Bedrooms (new dwelling only) _____ Fireplace Yes No

Crawl Space Basement Slab

Public Sewer Public Water Private Septic Well

Unheated Space Heated Space

FEMA Flood Area? Yes No

2. PROPERTY OWNER

Name _____

Address _____

City, State, Zip Code _____

Phone _____ Cell _____

3. CONTRACTOR

Company Name _____

Name _____

Address _____

City, State, Zip Code _____

Phone _____ Fax _____

Cell _____

E-Mail _____

DOCUMENTS INCLUDED THAT ARE INTENDED FOR REVIEW

Building Plans Electrical Plans HVAC Plans Energy Code

Phased Approval Gas Line Other _____

4. APPLICANT/PERSON RESPONSIBLE:

Company Name _____

Contact Person _____

Address _____

City, State, Zip Code _____

Phone _____ Cell _____

E-Mail _____

I hereby certify that I am the Owner of Record or that the proposed work is authorized by the Owner of Record, that I have been authorized by the Owner to make this application as his Agent, and that we agree to conform to ALL laws of the County and the State, and that all information on this application is truthful to the best of my knowledge. I also understand that **UPFRONT FEES ARE NON-REFUNDABLE AND NON-TRANSFERABLE**

Applicant Signature _____

Date _____

OFFICE USE ONLY

Intake Person _____

Upfront Fee Paid \$ _____

Plan Review Approved by _____ Date _____

Plan Review Comments _____

Balance Due \$ _____

Notified Permit Ready _____ Date _____

Date Picked Up _____

INSTRUCTION AND GENERAL NOTES PART B

1. Numbers 1 – 4 must be filled out completely. This application will not be accepted without all necessary information as indicated.
2. Zoning Certificate/Approval if applicable.
3. Two sets of the specifications and plans shall be submitted.
4. Construction plans must contain the minimum information per RCO 106.
5. Filing of an application for plan approval does not constitute permission to proceed with work
6. The approval of documents is invalid if construction, erection, alteration, or other work has not commenced within twelve months. RCO 105.3
7. Once the application is approved the staff will call the applicant indicating approval and balance of permit cost. It is the applicant's responsibility to check periodically on the status of this application.
8. The City of London Building Department shall be notified of inspection not less than twenty-four (24) hours in advance

NOTE: FAILURE TO SUBMIT PLANS THAT CONFORM TO THE ABOVE WILL RESULT IN ADJUDICATION OF THE PLANS AND APPLICATION. A PLAN APPROVAL WILL NOT BE ISSUED UNTIL PLANS ARE IN COMPLIANCE TO THE ABOVE.

Contact Information:

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