



Application Date: _____

Date Issued: _____
Permit Number: _____

CITY OF WESTLAKE, OHIO APPLICATION

FOR BUILDING PERMIT AND CERTIFICATE OF OCCUPANCY

(PLEASE PRINT OR TYPE ENTIRE FORM)

Fee Description	Amount	Rec. #
PLAN REVIEW		
LESS PREPAID	()	
TOTAL PLAN REVIEW		
BUILDING		
B.B.S.		
TRENCH		
SIDEWALK		
RECREATION		
CONSTRUCTION BOND		
TREE DEPOSIT		

SANITARY TAP		
STORM DRAINAGE		
TOTAL \$		
GR.&DR.		

Property Owner's Name: _____

hereby makes application for (1) a **Permit** to erect, build or alter a structure as described in the application and the accompanying drawing, which are a part of this application and (2) a **Certificate of Occupancy** for the same if applicable.

LOCATION AND DESCRIPTION OF LOT

ADDRESS: _____ Sublot/Suite _____
 Development: _____ Per Par # _____
 Being _____ feet front and _____ feet deep on the _____ Side
 Being _____ feet rear and _____ feet deep on the _____ Side
 Total lot square footage _____

DESCRIPTION OF BUILDING, STRUCTURE OR ALTERATION

STRUCTURE USE: _____ NO. OF STORIES: _____
 GROSS FLOOR AREA: _____ FRONT YARD SETBACK: _____
 LENGTH: _____ REAR YARD SETBACK: _____
 WIDTH: _____ SIDE YARD SETBACK: _____
 HEIGHT: _____ SIDE YARD SETBACK: _____
 ESTIMATED COST: _____

SHORTEST DISTANCE TO ANY BUILDING ON ADJOINING LOT _____
 SHORTEST DISTANCE TO ANY BUILDING ON SAME LOT _____

ADDITIONAL INFORMATION REQUIRED TO BE COMPLETED ON COMMERCIAL BUILDINGS

USE GROUP: _____ OBC LIVE LOAD: _____ OBC
 CONSTRUCTION TYPE: _____ OBC OCCUPANCY LOAD: _____ OBC
 FIRE SUPPRESSION: _____ (Full) or _____ (Partial)

IF PROJECT IS A BUILDING ADDITION OR ALTERATION COMPLETE THE FOLLOWING FOR THE EXISTING BUILDING (Commercial Only)

A. Area - Square Feet	B. Walls	<input type="checkbox"/> Masonry	<input type="checkbox"/> Frame, Wood	<input type="checkbox"/> Metal	<input type="checkbox"/> Other (specify)
Basement _____	C. Roof	<input type="checkbox"/> Wood Frame	<input type="checkbox"/> All Metal	<input type="checkbox"/> Reinforced Concrete	<input type="checkbox"/> Heavy Timber <input type="checkbox"/> Other
1st Floor _____	D. Floors	<input type="checkbox"/> Wood on Wood Joists	<input type="checkbox"/> Concrete Steel Joists	<input type="checkbox"/> Reinforced Concrete	<input type="checkbox"/> Slab <input type="checkbox"/> Other
2nd Floor _____	E. Ceilings	Exposed Joists	Plaster on	Fire Rated Dry	Rating in Hours <input type="checkbox"/> _____
3rd Floor _____		<input type="checkbox"/> Steel <input type="checkbox"/> Wood <input type="checkbox"/> Lath		<input type="checkbox"/> Wall or Tile	
Other Floors _____					
Total _____					

NAME, ADDRESS & TELEPHONE NUMBER

- 1. ARCHITECT: _____
- 2. ENGINEER: _____
- 3. GEN. CONTRACTOR: _____

SITUATION PLAN

Show all lot lines and all lot dimensions.
Show all streets bounding property
Give distances from building to lot and street lines and other buildings on same lot, also buildings on adjacent lots.



The above is a true description of my lot.

The acceptance of the permit herein applied for shall constitute an agreement on my part to abide by all the conditions herein contained and to comply with all the ordinances of the City of Westlake, and the laws of the State of Ohio relating to the work to be done thereunder; and said agreement is a condition of said permit.

Agent or Owner _____ (Please print) _____
Signature

Company Name _____ Email: _____

Address _____

Telephone Number _____ Cell or Alternate Number: _____