Village of Glenwillow

29555 Pettibone Road
Glenwillow, Ohio 44139
Administrative Offices
440-232-8788

Building Department

7380 Austin Powder Drive
Glenwillow, Ohio
Phone 440-232-4380 Fax 440-232-4381

Information, Procedures and Forms for Submittal of Commercial Plans

The "Certificate of Plan Approval" must be completed and submitted along with all commercial plans requesting review. Please include the certificate along your drawings when you deliver them to the Glenwillow Building Department. In most cases, we request 4 copies of the drawings. Please remember all drawings and all copies must be stamped and signed.

We also require a $750 Plan Review Deposit at the time the drawings are submitted. This is a deposit and therefore, any monies that are not invoiced for the review will be returned to you upon your request.

When hand delivering or using a courier, please deliver your plans to the Building Department at the above address. When using the United States Postal Service, please use the Administrative address.

Certificate of Plan Approval

Office of the Building Official

Property Address:

Approval for:

New Structure
Alteration
Change of Occupancy
Temporary Occupancy

Groups: **Occupancy Description:**

Primary:

Accessory:

Accessory:

Mixed Uses:

Attached Floor Plan dated_____indicates which areas are approved

Construction Type:

Sprinkler Systems:

N/A	Required		Non-Required	

System Type:	Location:

Storage Height:

Aisle Width:

Sprinkler System Demand @ base of riser:

Standpipe System Demand @ base of riser

Certificate No.

Conditions & Variances:

This approval is conditional upon proceeding with construction in accordance with the approved plans. The building official shall be notified of any changes from the approved plans and construction documents describing such changes shall be submitted and approved by the building department prior to their implementation; Sections 105.4 & 106 of the Ohio Building Code (OBC).

This Certificate is issued pursuant to the provisions of Section 105.7 OBC. This certificate shall be posted in a conspicuous location outside of the building and in the front part of the premises on which, or will be, located the building or equipment to which the approved plans relate. This Certificate indicates conformance with the applicable provisions of the OBC and Chapters 3781. And 3791. of the Revised Code.

Approved pursuant to the following edition of the OBC:

Building Official Date