

**CITY OF OTTAWA  
DEPARTMENT OF BUILDINGS**

Phone No. ....

**APPLICATION FOR PERMIT TO ERECT BUILDINGS OR STRUCTURES**

..... hereby make application for a permit to erect the building (structure) described below and detailed on the plans and in the specifications attached hereto; all provisions of applicable ordinances will be complied with in the erection of said building (structure) if specified herein or not.

1. Block No. .... Lot No. .... Subdivision ..... Property Tax I.D. No. ....
  2. Location (Street and Number) ..... Zoning Classification .....
  3. Occupancy:  Single Family                       Multi-Family                       Commercial                       Industrial
  4. Height (above grade) and number of stories ..... Area ..... Sq. Ft. ....
  5. Type of construction:  Wood Frame                       Metal                       Masonry                       Other .....
  6. Estimated cost (exclusive of lot) .....
  7. Material and size of footings .....
  8. Depth of foundation below curb level, or grade .....
  9. Foundation walls: Material ..... Thickness ..... Waterproofing Method .....
  10. If walls are to be waterproofed give details .....
  11. Framing material .....
- NOTE: Detailed plans must be submitted with this application on reverse or attached sketch showing building lines, partitions, walls, floor beams etc. as well as property lines, lot size and building setbacks. North point.
12. If walls are wood give the following:  
 Studs are ..... spaced on ..... centers, braced with ..... and sheathed with .....  
 Corner posts are ....., sill is ..... and plate is .....
  13. Give size, longest span, and distance between centers of joists and girders.

FLOORS	JOISTS				GIRDERS		
	Size	Longest Span	Centers	Bridging	Size	Longest Span	Centers
1st Floor							
2nd Floor							
3rd Floor							

14. Give class of roof covering .....
15. State how the building will be heated .....
16. Give the material of which the chimney, flue or vent will be constructed .....
17. Clearance of chimney, flue or vent from combustible material .....
18. Architect or Engineer ..... Address .....
- General Contractor ..... Address .....
- Electrical Contractor ..... Address .....
- Plumbing Contractor ..... Address .....

THE APPLICANT hereby agrees to perform said work and construct said building as contemplated in the foregoing application and in accordance with plans and specifications submitted and agrees to comply with the BOCA National Building Code, Illinois State Plumbing Code, National Electrical Code, Illinois State Fire Marshall Smoke Detector Requirements and all applicable zoning ordinances.

Date ..... 19 ..... Applicant .....

PLUMBING AND SIGN PERMIT APPLICATIONS MUST BE SUBMITTED SEPARATELY.  
 CERTIFICATE OF OCCUPANCY CAN BE OBTAINED AFTER SATISFACTORY CONSTRUCTION IS COMPLETED.  
 DISCHARGES OF STORM WATER, ROOF GUTTERS OR FOOTING TILE TO THE SANITARY SEWER ARE PROHIBITED.  
 IT IS APPLICANT'S RESPONSIBILITY TO CONTACT UTILITIES PRIOR TO EXCAVATION (1-800-892-0123)

Date Approved ..... Zoning Officer ..... Date Approved ..... Building Officer .....

Permit Number ..... Fee Charged .....

**ADDENDUM TO COMMERCIAL AND INDUSTRIAL BUILDING PERMITS**

TYPE OF IMPROVEMENT \_\_\_\_\_  
(New Construction, Addition, Remodeling, Etc.)

A. PROPOSED BUILDING SETBACKS: FRONT \_\_\_\_\_ RIGHT SIDE \_\_\_\_\_  
LEFT SIDE \_\_\_\_\_ REAR \_\_\_\_\_

BUILDING TO BE USED AS: \_\_\_\_\_

**FIRE PROTECTION SYSTEMS:**

A. SPRINKLERS: YES \_\_\_\_\_ NO \_\_\_\_\_ IF "YES" - BACKFLOW PREVENTION DETAILS \_\_\_\_\_  
\_\_\_\_\_

B. FIRE EXTINGUISHERS: YES \_\_\_\_\_ NO \_\_\_\_\_ IF YES - TYPE \_\_\_\_\_  
NUMBER \_\_\_\_\_ LOCATIONS \_\_\_\_\_

FIRE RESISTANCE RATINGS (In Hours): A. FRONT WALL \_\_\_\_\_  
B. RIGHT SIDE WALL \_\_\_\_\_  
C. LEFT SIDE WALL \_\_\_\_\_  
D. REAR WALL \_\_\_\_\_  
E. ROOF \_\_\_\_\_  
F. STRUCTURAL FLOORS \_\_\_\_\_

C. LOCATION AND NUMBER OF SMOKE DETECTORS \_\_\_\_\_

IS BUILDING ACCESSIBLE TO THE HANDICAPPED? \_\_\_\_\_

HAVE FINAL LANDSCAPING PLANS BEEN DEVELOPED? \_\_\_\_\_

PLUMBING AND SIGN PERMITS SHALL BE SUBMITTED SEPERATELY. PLANS SHOULD INDICATE PROPER DISPOSITION OF STORM WATER TO A STORM SEWER OR STORM DITCH.

ELECTRICAL WORK SHALL CONFORM TO THE NATIONAL ELECTRICAL CODE. PLUMBING SHALL CONFORM TO THE STATE OF ILLINOIS PLUMBING CODE.

**CERTIFICATION:**

THE UNDERSIGNED, AS PREPARER OF THE CONSTRUCTION DOCUMENTS FOR THIS BUILDING PROJECT, HEREBY CERTIFIES THAT, TO THE BEST OF HIS OR HER KNOWLEDGE, SAID DOCUMENTS COMPLY WITH THE REQUIREMENTS OF THE BOCA NATIONAL BUILDING CODE, AS APPLICABLE TO THIS BUILDING PROJECT.

SIGNED: \_\_\_\_\_

(Title) \_\_\_\_\_ Date: \_\_\_\_\_

ABOVE SIGNATURE IS: AN ARCHITECT (YES \_\_\_ NO \_\_\_) OR STRUCTURAL ENGINEER (YES \_\_\_ NO \_\_\_) REGISTERED IN THE STATE OF ILLINOIS.

APPROVED BY: \_\_\_\_\_

(Title) \_\_\_\_\_ Date: \_\_\_\_\_

(SEAL)