



Application for a Building Permit

Monroe Development Department
233 S. Main St., Monroe, OH 45050

National Inspection Corporation (NIC) serves as the City of Monroe Building Department. All building questions should be directed to NIC at **1-888-433-4642**
Email: **plans@natinspect.com**

For Staff Use Only

Deposit:\$

Received By:

Zoning Approved:

Date:

Building Approved:

Date:

App #:

Applications are submitted via email to planning@monroeohio.gov. Paper copies no larger than 11x17 are also accepted.

Applicant Information (Please Print)

	NAME	STREET ADDRESS	CITY, STATE, ZIP	PHONE # & EMAIL
PROPERTY OWNER				
APPLICANT				
PLANS BY				
CONTRACTOR				

Basic Project and Site Information

Site Address:		City/State/Zip:		
Tax Parcel ID:	County: ☐ Butler ☐ Warren	Utility (GAS/ELCTR):		
Tenant:				
Project Description:				
Project Cost:		Project Square Feet:		
TYPE (Check One): ☐ Residential ☐ Commercial				
---Commercial Only--- Use Group:		Construction Type:	Occupant Load:	
Review Requested: Check all that apply	☐ New Building	☐ Garage	☐ Fire Alarm	☐ Temp Certificate of Occupancy
	☐ Addition	☐ HVAC	☐ Fire Suppression	☐ Change of Use
	☐ Alteration	☐ Electrical	☐ Hood Suppression	☐ Signage
	☐ Deck_____Sq. Ft.	☐ Gas Line	☐ Hood Exhaust	☐ Pool
	☐ Shed_____Sq. Ft.	☐ Fence	☐ Certificate of Occupancy	☐ Roof
☐ Other (specify)_____				
☐ Electrical Service Size_____**Line Drawing Required over 400 AMP**				
Is property located in a Floodplain? ☐ Yes ☐ No				
#Bedrooms:	#Baths:	#Stories:	Livable Sq. Ft.	Finished Basement Sq. Ft.

All information contained in this application is true, accurate, and complete to the best of my knowledge and I do hereby agree to complete the project in compliance with all relevant building codes.

Applicant's Name (Please Print):_____ Email:_____

Applicants Signature:_____ Date:_____