



# The City of Zanesville

401 Market Street, Zanesville, Ohio 43701

Phone: (740) 617-4890

Email: [buildingcode@coz.org](mailto:buildingcode@coz.org)

Department of Public Safety

Tim Smith, Building Inspector

Council-Mayor Government  
Jeff Tilton, Mayor

## Plan Submittal Checklist

### Applicant

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone No. \_\_\_\_\_ Cell/Pager No. \_\_\_\_\_

### Location of Project:

Residential

Commercial

### Residential Checklist

### Approval, Issue Date or Stamp

- Date \_\_\_\_\_ Zoning Permit Application \_\_\_\_\_

1 Set of Plans for Review & Approval

- Date \_\_\_\_\_ Residential Storm Water Permit Application \_\_\_\_\_

1 Set of Plans for Review & Approval

- Date \_\_\_\_\_ Building Permit Application \_\_\_\_\_

2 Sets of Plans for Review & Approval

- Date \_\_\_\_\_ Alteration Application \_\_\_\_\_

Listing of work to be performed

Pre-Inspection Required

- Date \_\_\_\_\_ Curb-Cut Permit Application \_\_\_\_\_

### Commercial Checklist

- Date \_\_\_\_\_ Zoning Permit Application \_\_\_\_\_

1 Set of Plans for Review & Approval

- Date \_\_\_\_\_ General Storm Water Permit Application \_\_\_\_\_

4 Sets of Storm & Grading Plans

1 Set of Storm Calculations

- Date \_\_\_\_\_ Building Permit Application \_\_\_\_\_

3 Sets of Plans for Review & Approval

4 Sets of Sprinkler Plans

3 to County Building Department

1 to Fire Department

- Date \_\_\_\_\_ Curb-Cut Permit Application \_\_\_\_\_