



Real People. Real Possibilities:

COMMUNITY DEVELOPMENT DEPARTMENT

Building Standards Division
614-334-2557

Miscellaneous Permit Application
FIRE SYSTEM PLAN REVIEW
(Suppression, Alarm, Sprinkler)
Fee: \$154.50 (includes 3% surcharge)

Submit the application and drawings via e-mail to: PermitsBSD@hilliardohio.gov

Circle the type of systems being reviewed: SUPPRESSION ALARM SPRINKLER

Job Site Address: _____ Related Bldg Plan Review # _____

Owner/Tenant: _____

Fire System Contractor (Registered): _____

E-Mail Address: _____ Phone #: _____

Please mail your payment by check to 3800 Municipal Way, Hilliard, OH 43026

If you would like to hand deliver your application, we have drop box outside our main entrance. If you would like to pay by credit card, please call our office to give your number over the phone, 614-876-7361 x799. Your application and drawings must be in our e-mail when you make this call: PermitsBSD@HilliardOhio.gov.

When the review is complete we will e-mail your drawings and plan review letter. These must be printed (full sized) and kept on the job site. The review will list the applicable inspections. Inspections are scheduled through the inspection line (recording) 614-334-2466. Call by 2pm for next business day inspection. The possible inspections are:

HOOD AFTER CONNECTION FINAL
HOOD DUCT LIGHT TEST
HOOD SUPPRESSION
FIRE ALARM TEST-FINAL

SPRINKLER ABOVE CEILING
SPRINKLER FINAL
SPRINKLER PRESSURE TEST

For Office Use Only

Date Application Received: _____

Permit Number Assigned: _____

ISSUED BY:

Chief Building Official

Date