



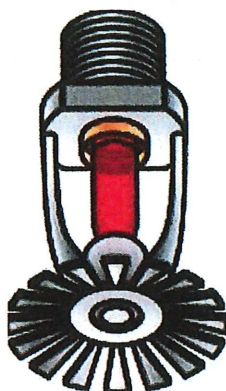
**MIFFLIN TOWNSHIP**  
**DIVISION OF FIRE**  
*Fire Prevention Bureau*

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FREDERICK L. KAUSER - FIRE CHIEF

STEVE WELSH - FIRE MARSHAL CAPTAIN

# PERMITS PACKET



**NEW BUILDING CONSTRUCTION OR**  
**RENOVATION OF EXISTING STRUCTURES**

# MIFFLIN TOWNSHIP - DIVISION OF FIRE

## INSTRUCTIONS FOR THE CONTRACTOR AND EXPLANATION OF THE PROCESS FOR BUILDING CONSTRUCTION/ RENOVATION PLANS PERMITTING

1. Contractor receives a permit application from the Fire Division.
  - a. Online
  - b. Contacting fire prevention by calling 614-471-0542 and one will be e-mailed
2. Complete application and submit to fire prevention at [fire@mifflin-oh.gov](mailto:fire@mifflin-oh.gov). Submit the application and one electronic PDF file of the blueprints.
3. Once plans have been received, the following documents shall be returned to the contractor by email.
  - a. Permit
  - b. Plan comments
  - c. Permit invoice
4. The permit shall be posted on the job site.
5. The contractor shall have the below listed documents at the final inspection
  - a. Statement of compliance (The Ohio Fire Code Section is on the permit)
  - b. NFPA Completion Paperwork.

**MIFFLIN TOWNSHIP - DIVISION OF FIRE**  
**PERMIT APPLICATION**  
**BUILDING CONSTRUCTION / RENOVATION PLAN**  
**614.471.0542 FIRE MARSHAL**                      **614.478.6744 FAX**

APPLICATION DATE

NAME OF BUSINESS / BLDG

ADDRESS OF BUSINESS / BLDG

TITLE AND NAME OF PERSON MAKING APPLICATION

PHONE NUMBER

E-MAIL ADDRESS

**I hereby attest, to the best of my knowledge, the checklist information is accurate and adequate for the building construction / renovation project being submitted. I further attest, to the best of my knowledge, that the building construction / renovation project being submitted meets all applicable codes and standards.**

**APPLICANT SIGNATURE**



## FIRE PREVENTION, EDUCATION, INSPECTION, & INVESTIGATION BUREAU

PERMITS AND FEES FOR NEW AND RENOVATED BUILDINGS, GENERAL USE, SPECIAL EVENTS, CONFIDENCE  
TESTING, AND INSPECTIONS

### <sup>a</sup>PERMITS - New Building Construction or Renovation of Existing Structures

	New Installation	Alteration / Modification	Repair / Replacement	Notes
<b>Fire Alarm/Suppression</b>				
<b>System Plans</b>				
Less than 2,500 sq ft	\$200.00	\$0.00	\$0.00	
2,501 - 5,000 sq ft	\$250.00	\$0.00	\$0.00	
5,001 - 10,000 sq ft	\$300.00	\$0.00	\$0.00	
10,001 - 20,000 sq ft	\$600.00	\$0.00	\$0.00	
20,001 - 30,000 sq ft	\$900.00	\$0.00	\$0.00	
30,001 - 40,000 sq ft	\$1,200.00	\$0.00	\$0.00	
40,001 - 50,000 sq ft	\$1,500.00	\$0.00	\$0.00	
50,001 - 75,000 sq ft	\$1,800.00	\$0.00	\$0.00	
75,001 - 100,000	\$2,100.00	\$0.00	\$0.00	
100,001 - 200,000	\$2,400.00	\$0.00	\$0.00	
200,001 - 300,000	\$2,700.00	\$0.00	\$0.00	
300,001 - 400,000	\$3,000.00	\$0.00	\$0.00	
400,001 - 500,000	\$3,300.00	\$0.00	\$0.00	
Over 500,000	\$3,600.00	\$0.00	\$0.00	
Existing Automatic Fire Sprinkler system of up to	\$0.00	\$100 per system	\$0.00	
<b>20 Sprinkler Heads<sup>b</sup></b>				
Sprinkler head/nozzle replacement, more than three	\$0.00	\$0.00	\$100 per system	
Other existing fire protection systems of up to	\$0.00	\$100 per system	\$0.00	
<b>3 devices<sup>c</sup></b>				
Dry Pipe pre-action, deluge valve, and similar devices	\$0.00	\$100 per system	\$100 per system	
Fire Alarm Control Unit Replacement	\$0.00	\$100 per system	\$100 per system	
Fire alarm initiating devices/notification appliances, more than 3	\$0.00	\$0.00	\$200 per system	
Digital alarm communicator transmitters (DACT)	\$200 per system	\$200 per system	\$200 per system	
Fire Pump	\$200 per system	\$200 per system	\$200 per system	
Backflow Prevention Valve	\$200 per system	\$200 per system	\$200 per system	
Kitchen hood extinguishing systems	\$200 per system	\$200 per system	\$200 per system	
Dry chemical extinguishing systems	\$200 per system	\$200 per system	\$200 per system	
Fire detection devices that actuate fire doors/shutters (which are not part of any fire alarm system)	\$200 per system	\$200 per system	\$200 per system	
Clean agent systems	\$200 per system	\$200 per system	\$200 per system	
Standpipe systems (not to include combined sprinkler/standpipe systems)	\$200 per system	\$200 per system	\$200 per system	
Smoke and Heat Vents	\$200 per system	\$200 per system	\$200 per system	



Other fire protection systems, such as Fire Command Centers, Access Controlled Doors & Delayed Egress Locks, Smoke Control Panels	\$200 per system	\$200 per system	\$200 per system
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High-Piled Storage arrays	\$200 per system	\$200 per system	\$0.00
Underground Fire Line	\$200.00	\$200.00	\$200.00 Includes witness of underground hydrostatic pressure test/ flush and thrust block inspections
Pre-installation hydrant inspection	\$200.00	\$200.00	\$200.00
Above and Underground Storage Tanks	35.00 + \$60.00 / hr.	35.00 + \$60.00 / hr.	35.00 + \$60.00 / hr. Plan Review and Inspection

<sup>a</sup> Additional 20% of Total Fees assessed for tax-abated or TIF Properties

<sup>b</sup> Existing Automatic Fire sprinkler systems 21 or more, use the square footage fees for a new installation.

<sup>c</sup> Existing Fire alarm systems 4 or more, use the square footage fees for a new installation.

### <sup>a</sup>GENERAL USE / SPECIAL EVENTS / MISCELLANEOUS

Public Hydrant Special Use Permit	Frequency	Fee	Notes
	per day	\$ 25.00	
	per week	\$ 100.00	
	per month	\$ 200.00	
	Non-Compliance Use	\$ 300.00 per occurrence	

Special Event Permit	Type	Fee	Notes
Including contracting Fire Watch	Fire Marshal / Inspector	\$ 58.28 per hour / per person	

Tents & Air Supported Structures Permit	Square feet	Fee	Notes
	≤ 300	No Fee	
	≥ 301	\$ 100.00	

Flammable Sprays/Finishes Permit	Frequency	Fee	Additional Fee	Notes
	Annual	\$ 100.00	25.00 Late Fee / Per Occurrence	Late considered thirty-days past due. May result in operation stoppage until permit renewed

Welding & Other Hot Work Permit	Frequency	Fee	Additional Fee	Notes
	Annual Permit	\$ 75.00	25.00 Late Fee / Per Occurrence	Late considered thirty-days past due. May result in operation stoppage until permit renewed

Recreational Fires (small) Permit	Fee	Notes
maximum size 2' x 3'	No Fee	

Recreational Fires (large) Permit	Fee	Notes
maximum size 5' x 5'	No Fee	Requires Permit

Fireworks Permit	Frequency	Fee	Additional Fee	Notes
Fireworks-Manufacture	Annual Permit	\$ 300.00		Annual Permit
Fireworks-display: set piece		\$ 150.00		Per Event
Fireworks-display: Aerial Display	6-hr minimum	\$ 300.00	\$50.00 / per each additional hour	

Hazardous Materials Permit	Frequency	Fee	Additional Fee	Notes
Including Compressed Gases, Cryogenic Fluids	Annual Permit	\$ 100.00	25.00 Late Fee / Per Occurrence	Late considered thirty-days past due. May result in operation stoppage until permit renewed

Blasting/Explosives Permit	Frequency	Fee	Additional Fee	Notes
	Annual Permit	\$ 100.00	25.00 Late Fee / Per Occurrence	Late considered thirty-days past due. May result in operation stoppage until permit renewed

<sup>a</sup>Additional 20% of Total Fees assessed for tax-abated or TIF Properties

### <sup>a</sup>CONFIDENCE TESTING

	Frequency	Fee	Notes
Automatic Fire Alarm Systems	annual	\$ 10.00	
Manual Fire alarm Systems	annual	\$ 10.00	
Automatic Sprinkler System	annual	\$ 10.00	
Automatic Extinguishing Systems	annual	\$ 10.00	
Commercial Kitchen Hoods	semi-annual	\$ 10.00	
Fire Pump	annual	\$ 10.00	
Standpipe	Every 5-Years	\$ 10.00	

<sup>a</sup>Additional 20% of Total Fees assessed for tax-abated or TIF Properties

### Fire Code Inspection, Re-inspection, Re-test of Failed Fire Protection Systems and Other Fees

Fire Code Inspection of Existing Commercial Properties	Frequency	Fee	Additional Fee	Notes
	Initial	\$ -	\$50.00 additional for tax-abated or TIF Properties ONLY	
	1st Re-Inspection	\$ -	\$100.00 additional for tax-abated or TIF Properties ONLY	
	2nd Re-Inspection	\$ -	\$100.00 additional for tax-abated or TIF Properties ONLY	
	3rd Re-Inspection	\$ 50.00	\$100.00 additional for tax-abated or TIF Properties ONLY	
	Additional Re-Inspection(s)	\$ 100.00	\$150.00 additional for tax-abated or TIF Properties ONLY	per occurrence
		\$ 75.00		Late Notice Cancellation of Inspection

Faulty Fire Alarm Inspection, Follow-ups, and Re-inspection	Frequency	Fee	Additional Fee	Notes
No actual fire-related emergency or life-hazard exists (inadvertent, deliberate, good intent, or system malfunction initiated the alarm)	Per Occurrence	\$ 100.00	\$50.00 additional for tax-abated or TIF Properties ONLY	Three or more related false alarms within a twenty-four hour period or Three or more unrelated occurrences within a rolling twelve-month period will result in a fee

Special Hours Inspection	Frequency	Fee	Additional Fee	Notes
	Two-hour minimum	\$ 150.00	\$75.00 each additional hour > 2 hrs.	per inspector

Re-test of Failed Fire Protection Systems	Frequency	Fee	Additional Fee	Notes
	Initial	\$ 100.00	\$50.00 additional for tax-abated or TIF Properties ONLY	initial inspection/test up to (2) retests
	1st Re-test	\$ 100.00	\$50.00 additional for tax-abated or TIF Properties ONLY	
	2nd Re-test	\$ 100.00	\$50.00 additional for tax-abated or TIF Properties ONLY	
	3rd & Additional	\$ 200.00	\$50.00 additional for tax-abated or TIF Properties ONLY	per test



Child/Adult Care License Inspection	Type	Fee	Notes
	Licensed Day Care-Annual	\$ 50.00	
	Foster Care Home Inspection	\$ 50.00	
	Group Homes	\$ 50.00	
	Adoption Home Inspection	\$ -	

Documents and Records Fees	Type	Fee	Notes
	Research	\$ 20.00	per hour for each property
	Copies, 8.5 x 11 and 8.5 x 14	\$ 0.35	per page
	Copies, Oversize (e.g., Construction Documents, Shop Drawings)	Actual Cost	

Cancellation Fees and Guidelines	DISPOSITION / SITUATION	STATUS OF WORK	PERFORM TEST?	ASSESS FEE?
A fee of \$75.00 will be charged whenever an inspection/test is not cancelled before 07:00 am the day of the inspection/test and/or any of the circumstances as described below.	Inspection/Test Cancelled before 07:00 am the day of the inspection/test *	N/A	No	No
* 24 hours = 1 business day (M-F)	Inspection/Test Cancelled after 07:00 am the day of the inspection/test *	N/A	No	Yes
	Contractor Shows - Other Associated Companies/Trades Not on Site	Cannot Start Inspection/Test	No	Yes
	Inspector(s) Arrive - Nobody On Location to Facilitate Inspection/Test	Cannot Start Inspection/Test	No	Yes
	Inspection/Test Cancelled While Inspector(s) On Location - Test Not Started	Not Ready to Inspect/Test	No	Yes
	Regular Inspection/Test - Started But Not Completed	Not Ready or Failed - Fault of Contractor	Yes	Yes
	Regular Inspection/Test - Started But Not Completed	Not Ready or Failed - No Fault of Contractor	Yes	No
	Regular Inspection/Test - Started	Substantially Compliant - Minor Deficiencies	Yes	No
	Final Inspection	Deficient	Yes	Yes
	Retesting of Existing Fire Protection Systems Only	Inspection/test is not cancelled more than 10 business days prior to the scheduled appointment	No	Yes

