



CITY OF PHILADELPHIA

**APPLICATION
FOR
PRELIMINARY PLAN REVIEW**



DEPARTMENT OF LICENSES
AND INSPECTIONS
PERMIT SERVICES SECTION
BUILDING SERVICES UNIT

APPLICATION NUMBER		APPLICATION IS HEREBY MADE FOR PRELIMINARY PLAN APPROVAL UNDER THE FOLLOWING CODES <input type="checkbox"/> BUILDING ONLY <input type="checkbox"/> PLUMBING ONLY	
DATE OF APPLICATION			
PROPERTY ADDRESS			RECEIPT NO.
PROPOSED USE OF THE STRUCTURER			FEE
APPLICANT'S NAME	PHILA. BUSINESS PRIVILEGE LICENSE NO.	TITLE	
COMPANY NAME			TELEPHONE NUMBER
ADDRESS OF COMPANY	CITY	STATE	ZIP CODE
CODE TOPICS OF PARTICULAR INTEREST TO BE REVIEWED BY THE EXAMINER:			

INSTRUCTIONS AND PLAN REQUIREMENTS

1. Submit two (2) sets of drawings with the application.
2. The drawings should include the following:
 - a. Plans of each floor to scale
 - b. Plot plan showing all buildings on the lot and dimensions to property lines.
3. Plans should show the general type of construction with sufficient details and sections for ready review by examiners.
4. Plans will be reviewed based only on the information shown on the plans.
5. Preliminary review fees must be paid at the time of application.
6. Preliminary plan reviews may include one consultation session by appointment, upon request, with the plans examiner after his initial review of the plans has been completed.

APPLICANT: DO NOT WRITE IN SECTION BELOW

PLANS EXAMINER BY:	DATE:
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