**Examples of Work**


*If you’re unsure if your project requires a permit, call our office for more details.*

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### Permit Process

1. Apply  
2. Plan Review  
3. Permit Issuance  
4. Inspections  
5. Changes in the Work  
6. Final Inspections

### What to include

- Completed application
- 2 copies of construction documents  
  - 3 if fire protection or suppression
- If resubmitting, fill out the resubmittal form and submit 2 copies of revised plans.

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### Other things you need to know

- The City of Worthington reviews plans on a ‘blanket’ permit system. Rather than issuing permits for individual work types, it all gets reviewed under the same permit. Check with staff to see if a permit has already been issued for your job.

- Worthington does not register or license contractors.

- Plan review time can vary based on the volume of submittals received at that time but typically, it is 1-2 weeks.

- Fees are due at the time of pick up of the permit,

- Your project may require additional approvals such as a variance from the Board of Zoning Appeals or Certificate of Appropriateness.