



FACILITY MODIFICATION PERMIT

5300 Riverside Drive, Cleveland, OH 44181-0009
 216.898.5215 / DPCPermits@clevelandairport.com

City of Cleveland, Department of Port Control (DPC)

APPLICATION IS TO BE COMPLETED ELECTRONICALLY (ON THIS FORM), THEN SENT VIA EMAIL

SECTION A: APPLICANT INFORMATION

Date:		DPC Permit Number:	
Name of Applicant:			

Applicant/Tenant Contact Info		Contractor Contact Info	
Applicant/Tenant		Contractor	
Address		Address	
City, ST, Zip		City, ST, Zip	
Phone		Phone	
Email		Email	
Contact		Contact	

Applicant Company TAX ID	Contractor Company TAX ID

Submit current insurance policy with this application, listing City of Cleveland as additionally insured.	
Submit contractor's bond with this application.	

Permit Requested Time Length:	
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DPC Sponsor Name	Phone	Email

APPLICANT SIGNATURE



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SECTION B: JOB SITE INFORMATION

LOCATION OF JOB SITE:

Proposed dates of work:	Start		Finish	
Proposed hours of work:	Start		Finish	

***NOTE:** For exterior work requiring crane, lifts or other large heavy equipment, an FAA 7460 Permit is required and could take between 90-120 days. Do not submit proposed start dates that pre-date the 7460 approval process. **Coordinate with P&E...**

ALL APPLICATIONS MUST BE SUBMITTED TO DPC WITH PROPOSED START AND FINISH DATES, AS WELL AS PROPOSED HOURS OF WORK. PLEASE NOTE THE APPLICATION MUST BE SUBMITTED AT A MINIMUM OF 30 BUSINESS DAYS PRIOR TO THE PROPOSED START DATE OF WORK. APPLICATIONS SUBMITTED WITHOUT A PROPOSED START AND FINISH DATE, INCLUDING TBD; OR PROPOSED HOURS OF WORK; OR LESS THAN THE 30 DAY MINIMUM WILL BE REJECTED.

To be submitted with this application:

1. Improvement plans meeting **DPC AM** specifications.
 - Include Maintenance of Traffic (MOT) plan, both vehicular and pedestrian, if applicable.
 - A Note prominently displayed on the title sheet or first paragraph of the general notes sheet, stating the requirement to use **DPC** construction standards.
2. Schedule of work.
3. FAA Construction Safety and Phasing Plan (CSPP) if applicable.

To be submitted before closeout of permit/occupancy:

1. Final inspection report including punch list.
2. As-built meeting **DPC AM** specifications.



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FOR INTERNAL USE ONLY

TYPES OF ADDITIONAL PERMITS REQUIRED.

City of Cleveland Permits?				
Construction Storm Water Pollution Prevention Plan (SWP3)?				
FAA 7460?	<input type="checkbox"/>	Hotworks?	<input type="checkbox"/>	<input type="checkbox"/>

All signatures must be attained before final AM approval.

	SIGNATURE	DATE
Planning & Engineering (P&E)		
Airport Rescue & Fire Fighting (ARFF)		
Building Development & Management (BDM)		
Cleveland Police Department (CPD)		
CHIA - Electrical		
CHIA - Building		
CHIA - Life Safety		
Legal		
CHIA - Operations		
Asset Management		

NOTE: CHECKED BOX REQUIRES SIGNATURE.