

CITY OF BEAVERCREEK

COMMERCIAL/INDUSTRIAL ZONING PERMIT

Date _____

Permit _____

Permit Fee _____

Review Fee _____

Instructions: Fill out this application and attach 3 copies of a site plan drawn to Standard Engineering scale (e.g. 1"=30') showing the dimensions and shape of the lot, location and setbacks of existing structures, and the exact location and dimension of the proposed construction showing setbacks from property lines.

NOTE: New construction and additions require one complete set of construction drawings and an electronic copy of all plans.

1. Address of Property _____ Zoning District _____

2. Lot No. _____ Subdivision _____ Section _____ Parcel ID B42000__00__00__00

3. Name of Property Owner _____ Telephone _____

4. Business Name _____ Telephone _____

5. Business Owner _____ Telephone _____

6. Name of Contractor _____ Telephone _____

7. New Construction Addition Interior Remodel Façade Remodel Certificate of Use Compliance

8. Proposed Activity or Use _____

9. Type of Use Office Office/Research Commercial Industrial Other _____

10. Scale drawing of lot, showing existing structures and proposed construction for which application is made. (Complete all lines.)

a. Dimension of new structure

Width _____ feet

Depth _____ feet

b. Height of structure about grade _____ feet

c. Off Street Parking (No. of Spaces) _____

d. Structure located in Floodplain: Yes No

If yes, Floodplain Permit is required.

e. Nearest point of new structure to:

Front Property Line _____ feet

Rear Property Line _____ feet

Left Side _____ feet (facing structure from street)

Right Side _____ feet (facing structure from street)

f. Estimated construction cost \$ _____

11. Gross square footage

First Floor _____ Second Floor _____ Third Floor _____ Fourth Floor _____ Total _____

I hereby certify that I am the property owner, or am authorized to act as the owner's agent in obtaining this permit. I further certify that all of the information and attachments submitted with this application are true and correct to the best of my knowledge and that the property owner is responsible for locating and verifying all property lines and boundaries. I understand that if this information is incorrect or incomplete, any permit issued may be invalid and the property owner may be required to remove this structure at his/her own expense. I hereby consent to the inspection of the subject property and of any buildings or structures relevant to this application. Any deviation from the approved plans will require submission and approval of the revised plans.

Applicant's Email Address (Please print) _____

Applicant's Signature _____

This application is: Approved Disapproved

Remarks: _____

Planning Department _____

Date _____

NOTE: ADDITIONAL CITY PERMIT REQUIRED

Driveway and Sidewalk Permit _____

Case No. _____

COMMERCIAL/INDUSTRIAL ZONING PERMIT

When is a Commercial/Industrial zoning permit required?

A Commercial/Industrial zoning permit is required prior to erecting, adding to, moving, or altering the size of any commercial or industrial building located within the City.

What do I have to do to receive a Commercial/Industrial permit?

- To receive a permit, a Commercial/Industrial zoning permit application must be completed in full and submitted to the Planning and Zoning Department along with the application fee, one full set of construction drawings, a landscape plan, and three copies of a site plan drawn to scale (e.g. 1"=30').
- The information given on this application should be in compliance with the requirements of Sections 158.034 to 158.043 of the Zoning Code or applicable PUD requirements. The requirements and restrictions for specific zoning districts are available from the Planning and Zoning Department.
- If the construction of a commercial or industrial building requires work to be performed within the public road right-of-way, an "Application for Permit to Work Along or Across City Streets" must be submitted with the zoning permit application.

How long will it be until I receive notification?

The review period typically takes one to two days; however, it may vary based on the complexity of the project. You will be notified by telephone when the application has been approved and the permit has been issued, or if additional information is required.

Will the permit expire?

The permit will expire six months from the date of approval.

What's the next step?

Additional permits may be required by the Greene County Building Department, the Beavercreek Fire Department, and/or the Greene County Health Department after you receive a permit from the City.

If you have any questions, a staff member in the Planning and Zoning Department is available to assist you Monday through Friday from 7:30 a.m. to 5:00 p.m.

**STATEMENT OF APPLICANT OBLIGATION FOR PAYMENT
OF CERTAIN PROFESSIONAL COSTS AND EXPENSES**

The Applicant is obligated by Ordinance 85-32 to pay the City of Beavercreek ("City") for all costs and expenses incurred by the City if this application or request causes the City to incur expenses and costs for an independent consultant to either review, evaluate or comment on data or information submitted by the Applicant, or to prepare information or data in connection with the City's review and evaluation of the application or request. If an application or request filed with the City causes the City to devote to that same application or request time and professional skills of a City employee who is an engineer or surveyor (or other member or a so-called "learned professional", the members of which are licensed by or registered with the State of Ohio), the costs and expenses to the City of the time devoted to that application or request shall be the obligation of the Applicant. The total amount of such costs and expenses shall be derived by the method of calculation pursuant to the then current legislative policy for such calculation.

The payment of expenses and costs referred to in this statement shall be made to the City of Beavercreek in accordance with the then current administrative policy for such payment. An application or request may require funds to be deposited in advance with the City for such costs and expenses. The payment of such costs and expenses shall be in addition to any other application fee required by the City.

The person whose signature appears below as Applicant states that she/he has full and complete authority to agree to, bind and obligate the Applicant to pay the costs and expenses referred to in this statement and to fully comply with the above statement.

By the signature below, the Applicant herein states she/he has fully and completely read the above statement, understands the above statement, and agrees to full comply with the above statement.

Witness

Applicant's Signature

Date

Witness

Project _____

CITY PROCEDURE FOR COLLECTION OF REVIEW COSTS

The Applicant will also submit the Architectural Review Fee as designated on the attached sheet with the Statement at time of zoning permit submittal.