

CITY OF MIDDLEBURG HEIGHTS

Building Division

15700 BAGLEY ROAD, MIDDLEBURG HEIGHTS, OHIO 44130

Phone (440) 234-2218 • Fax (440) 234-9092



PLANNING COMMISSION SIMILAR-USE APPLICATION

1. All projects to be placed on the agenda may be reviewed and receive approval from the following departments, where required, at least **30 Days prior to the meeting date**: Engineering, Building, Architectural, City Planner, and Fire. Applicant agrees to pay the review fees. *NOTE: Architectural Review and Engineering Review fees must be paid before the plans will be sent out. Projects will not be placed on the agenda until the fees are paid the reviews are complete. **It is the Applicant's responsibility to contact the Building Department for estimated fees.**
2. Complete the **entire** two-page form and submit the signed original with the following:
 - A. Twelve (12) complete copies of any documents/collated plans/drawings/photographs
*NOTE: It is the Applicant's responsibility to collate any revised drawings
 - B. A disc containing PDF files of all drawings or call to email the files
 - C. Proof of owner's approval
 - D. Pursuant to Chapter 17, Section 1127.04 of the Zoning Code of Middleburg Heights, Ohio A check made payable to the "City of Middleburg Heights" for \$125

All fees, other than Engineer and Architect review deposits that were overestimated, shall be nonrefundable and nontransferable. Any substantial alteration to the original plans will be considered a new proposal and will be charged at the scheduled rate.

Please note in accordance with Zoning Code Section 1123.11 you will be given a sign to post indicating the time and date of the Planning Commission meeting. Please leave the sign posted until the Commission takes action upon your request.

Name of the Business Involved _____ Phone _____

Address of the Property Involved _____

Permanent Parcel No. _____ Current Zoning District _____

Property Owner Name, Address, Phone _____

Agent's Name, Address, Phone, and Email _____

Type of Project _____

Applicant's Name (Please Print)

Applicant's Signature

FOR CITY USE ONLY

PC AGENDA NO.
RECEIVED
CHECK NO./AMT.

Building Department Approval

SIMILAR-USE APPLICATION

Please note in accordance with Zoning Code Section 1123.08: Determination of Similar Use the determination as to whether or not a use is similar to uses permitted by right shall be considered as an expansion of the use regulations of the district and not as a variance applying to a particular situation. Any use found similar shall thereafter be included in the enumeration of uses permitted by right. All applications for permits for a building or use not specifically listed in any of the permitted building or use classifications in any of the districts shall be submitted to the Planning Commission and, after approval by the Commission, confirmed by Council in compliance with the following standards:

1. Such use must not be listed in any other classification of permitted buildings or uses. Is the use listed in any other classification of permitted building or uses? _____

2. Please explain how such use is more appropriate and conforms to the basic characteristics of the classification to which it is to be added than to any other classification.

3. Please explain how such use will not create dangers to health and safety and not create offensive noise, dust, heat, smoke, glare, odors, vibrations, or other objectionable influences to an extent greater than normally resulting from other uses listed in the classification to which it is to be added.

4. Please explain how such use will not create traffic to a greater extent than the other uses listed in the classification to which it is to be added.
