

OCCUPANCY PERMIT APPLICATION



CITY OF MIDDLEBURG HEIGHTS
Building Department
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Middleburg Heights, OH 44130
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TENANT INFORMATION:

ADDRESS TO BE OCCUPIED: _____ UNIT/SUITE/BLDG # _____

TENANT/BUSINESS NAME: _____

CONTACT PERSON: _____

E-MAIL: _____ PHONE #: _____

BRIEFLY DESCRIBE HOW THE TENANT SPACE WILL BE USED:

**** \$30.00 PERMIT FEE & FLOOR PLAN MUST BE SUBMITTED WITH APPLICATION ****

PROPERTY OWNER INFORMATION:

COMPANY/OWNER NAME: _____

ADDRESS: _____

E-MAIL: _____ PHONE #: _____

CITY USE: APPROVED _____ NOT APPROVED _____

ZONING DISTRICT: _____ USE: _____ CONSTRUCTION TYPE: _____

BUILDING COMMISSIONER

DATE