

LAND USE OR ACCESSORY USE DETERMINATION



CITY OF MIDDLEBURG HEIGHTS BUILDING DEPARTMENT

15700 Bagley Road
Middleburg Heights, OH 44130
Phone (440) 234-2218

Website: middleburgheights.com Email: building@middleburgheights.com



Please submit the completed form with all required items noted below in order for the Building Commissioner to determine if your proposed use, accessory use, or conditional use is in compliance with the Middleburg Heights Zoning Code. If the Building Commissioner determines the proposed use is permitted, please proceed with submitting an occupancy permit application.

The following items/details must be submitted with this application:

1. A fully dimensioned plot plan of the subject parcel with existing and proposed locations of structures, parking areas, and accessory uses
2. Floor plans
3. Fully dimensioned elevation drawings of the proposed accessory use or structures
4. Photographs of the subject parcel and proposed location of the accessory use or structures
5. Any other information requested by the Building Commissioner deemed necessary to make an informed determination regarding the compliance with all applicable use and accessory use standards

Please submit this application and all details to determine if the proposed use is in accordance with [Zoning Code Chapter 1129](#) and the specific standards listed in Sections 1129.08, 1129.09, or 1129.10.

In accordance with [Zoning Code Section 1141.01\(c\)](#) prior to the initiation of an accessory use of land an accessory use application must be submitted to the Building Commissioner

Project Location: _____

Project Parcel Number _____ Zoning Classification _____

Applicant/Tenant Name and Phone Number _____

Street Address	City	State	Zip	Email
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Owner Name and Phone Number _____

Street Address	City	State	Zip	Email
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PROPOSED USE/PROJECT DESCRIPTION/COMPLIANCE WITH SPECIFIC STANDARDS LISTED IN [ZONING CODE SECTIONS 1129.08, 1129.09, OR 1129.10](#)

Please attach an extra sheet if more space is needed

CERTIFICATION:

I certify that I am: Owner Owner's Authorized Agent

I certify that all information contained in this application is true, accurate, and complete to the best of my knowledge. My signature shall constitute an agreement on my part to abide by all Codes, Ordinances, and regulations of the State of Ohio and City of Middleburg Heights pertaining to this request. I further agree to pay all required fees and required review fees that may result from this application.

Signature _____ Printed Name _____ Date _____

FOR CITY USE ONLY

DATE RECEIVED: WALK IN MAIL IN PROCESSED BY: _____

APPROVED:

Building Commissioner Date