



**ZONING COMPLIANCE OR OCCUPANCY
REGISTRATION APPLICATION**
PUBLIC SERVICE & BUILDING DEPARTMENT

CITY OF WHITEHALL
360 S. Yearling Road
Whitehall, Ohio 43213
614-237-8612
Building-Department@whitehall-oh.us
www.whitehall-oh.us

SITE PLAN, LANDSCAPE PLAN, ELEVATION COLOR RENDERING, AND OTHER PERTINANT DRAWINGS OR MATERIAL SAMPLES ARE REQUIRED FOR ZONING COMPLIANCE. PROVIDE DIGITAL SUBMISSION TO BUILDING-DEPARTMENT@WHITEHALL-OH.US.

FOR OCCUPANCY REGISTRATION A COPY OF THE BUSINESS OWNER'S DRIVER LICENSE/PHOTO ID IS REQUIRED. PLEASE NOTE THAT NON-LOCALLY OWNED LARGE CHAINS ARE NOT REQUIRED TO PROVIDE ID; HOWEVER, THEY ARE REQUIRED TO PROVIDE CONTACT INFORMATION FOR A RESPONSIBLE PARTY FROM THE COMPANY IN THE EMERGENCY CONTACT SECTION BELOW. OCCUPANCY WILL NOT BE GRANTED IF THERE ARE OPEN ZONING CODE VIOLATIONS FOR THE PROPERTY, APPLICANT WILL BE NOTIED OF CURRENT VIOLATIONS.

SITE LOCATION:		CITY:	STATE:	ZIP:
PARCEL #:	BUSINESS NAME:			
BUSINESS OWNER:	ADDRESS:	CITY:	STATE:	ZIP:
PHONE:	E-MAIL:			
PROPERTY OWNER:	ADDRESS:	CITY:	STATE:	ZIP:
PHONE:	E-MAIL:			
EMERGENCY CONTACT:	ADDRESS:	CITY:	STATE:	ZIP:
PHONE:	E-MAIL:			

Size of building or space you wish to occupy: sf

Describe in detail the business you wish to open:

I UNDERSTAND THAT I CANNOT OCCUPY SAID BUILDING OR SPACE UNTIL AN OFFICIAL CERTIFICATE HAS BEEN ISSUED

Applicant Signature:	Printed Name:	Date:
<input type="text"/>	<input type="text"/>	<input type="text"/>
Phone:	E-mail:	
<input type="text"/>	<input type="text"/>	

STOP – OFFICE USE ONLY			
Application #:			Date & Time:
Occupancy Certificate Fee		\$	
New Development Application Fee		\$	
New Development Plan Delivery Fee		\$	
TOTAL FEES		\$	
(check, money order, exact cash, or debit/credit card)			
Zoning Code Reference:	Notes:		
<input type="text"/>			
Chief Building Official	Date	City Administrator	Date