



Harrison Township Montgomery County, Ohio
5945 N. Dixie Dr., Dayton, OH 45414 | Phone: (937) 890-5611
Fax: (937) 454-4831 | Website: www.harrisontownship.org

New Business Zoning Review Application

Development Department Use Only:

Zoning: _____

Docket No.: _____

Application Details:

Project Title / Facility Name: _____

Total Number of Signs Requested: _____ (please attach a sign application and a worksheet for each sign)

Applicant Information (the person or entity that will own and/or execute what is proposed):

Name: _____

Address: _____
(Number) (Street) (City) (State) (Zip)

Phone No.: _____ Email Address: _____

Property Owner Information (the "owner" does not include tenants or contract buyers):

Name: _____

Address: _____
(Number) (Street) (City) (State) (Zip)

Phone No.: _____ Email Address: _____

Tenant Information (if applicable):

Name: _____

Address: _____
(Number) (Street) (City) (State) (Zip)

Phone No.: _____ Email Address: _____

Notification Information (list the person to whom all correspondence regarding this application should be directed):

Name: _____

Address: _____
(Number) (Street) (City) (State) (Zip)

Phone No.: _____ Email Address: _____

How would you prefer to receive official documentation regarding this request (please check one)? If no or multiple selections are made e-mail will be used. E-Mail Phone Mail

Property Information (or Parcel ID if no address has been assigned):

Property Size: _____ acres *or* _____ square feet

Address: _____
(Number) (Street) (City) (State) (Zip)

Use & Structure Information (if applicable):

Proposed Building Area: _____ square feet

Parking Spaces Available: _____ ADA Handicap Accessible Spaces Available: _____

(Parking spaces must be paved, striped, and the appropriate size according to Zoning Resolution Article 43)

Employees on-site during the largest shift: _____

Number of Auto Bays (if applicable): _____

Previous Use: _____ Proposed Use (if different): _____

Will you be making any other exterior changes to the site? If so, please explain below: Yes No

Supporting Information for All Applications (please note the following which must be provided with the application):

- A site plan that indicates the available parking spaces for the proposed business.
- An interior plan of the structure indicating the size of the tenant space and what each portion of the building will be used for.
- A completed sign application and associated worksheet for each proposed sign. This will also include a dimensioned drawing showing the size of each sign face and the height of the proposed sign. The site plan should also include the location of any proposed freestanding sign.

Applicant's Signature

The information included in and with this application is completely true and correct to the best of my knowledge and belief.

(Applicant's Signature)

(Date)

Property Owner's Signature (the "owner" does not include tenants or contract buyers):

I authorize the filling of this application and will allow the Development Department staff to enter this property for the purpose of analyzing this request. Further, I will allow a public notice sign to be placed and remain on the property until the processing of the request is complete.

(Owner's Signature)

(Date)

(Owner's Printed Name)

(Owner's Date of Birth)

(Owner's Driver's License Number) (State of Issuance)

If the person signing as the "owner" is not specifically listed as such in the records of Montgomery County please indicate their relationship to that officially listed person, corporation, or other entity.

As a part of this application, you are required to apply for and pass a fire inspection from the Harrison Township Fire Department. Please contact Kevin Monroe at 937-274-4351 or email him at kmonroe@harrisantownship.org to schedule your inspection.

PROPERTY OWNER'S AFFIDAVIT

**STATE OF OHIO
COUNTY OF MONTGOMERY**

I (We) _____ hereby certify that we are all of the owners of the real estate (if applicable) which is the subject of the pending Change of Use application. I (we) hereby consent to Harrison Township acting on this application. I (we) understand that our application will be considered and processed in accordance with the regulations as set forth by the Harrison Township Development Department and Zoning Resolution. I (we) agree to accept, fulfill, and abide by those regulations and all stipulations and conditions contained in the decision entered by Harrison Township. I (we) authorize staff and board members to enter and inspect the property. I (we) accept full responsibility for the condition of the property and the activities of any tenants using the property. The statements and attached exhibits are in all respects true and correct to the of our knowledge and belief.

Property Owner Signature

Property Owner Print Name

Subscribed and sworn to me before this _____ day of _____, 20____

Notary Signature

Notary Print Name

Date

My commission expires on: _____