

TENANT FINISH
BOONE COUNTY PLANNING COMMISSION

Three (3) copies of submitted drawings are required

A separate sign permit needs to be obtained for any exterior signage

SECTION A: (To be completed by applicant)

Fee: \$200.00 for tenant Finish for new office, retail, industrial, etc. uses

1. Name of Business: _____

2. Applicant: _____

3. Mailing Address: _____

_____ City _____ State _____ Zip Code

Phone Number: _____ Fax Number: _____

Email: _____

4. Location of Business: _____

_____ City _____ State _____ Zip Code

5. Detailed Description of Business:

6. Gross square footage of overall tenant space: _____

7. If business is an eating/drinking establishment, indicate the number of indoor and outdoor seats: _____

8. If business is an industrial, warehouse, or manufacturing use, indicate:

A. Gross square footage of office areas: _____

B. Number of employees on maximum shift in warehouse and/or production areas: _____

C. Explain any chemicals/quantities stored on site

10. Applicant's Signature: _____

SECTION B: (To be completed by Planning Commission staff)

1. Date Received: _____

2. Review Fee: _____

3. Staff Reviewer: _____ Date: _____

4. Staff Recommendation:

_____ Approval Legislative District: _____

_____ Approval with Condition(s) (see # 5)

_____ Denial (see #6)

5. Conditions of Approval: _____

Reasons for Denial: _____

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