

**TENANT FINISH  
BOONE COUNTY PLANNING COMMISSION**

**THREE (3) COPIES OF SUBMITTED DRAWINGS ARE REQUIRED**

**Name of Business:** \_\_\_\_\_

**Name of Applicant:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Phone No:** \_\_\_\_\_

**Fax No:** \_\_\_\_\_

**Location of Business:** \_\_\_\_\_

**Detailed Descripton of Business Activities:** \_\_\_\_\_

**Gross Square Footage of Overall Tenant Space:** \_\_\_\_\_

**If Business is a Eating/Drinking Establishment**

**State No. of Indoor + outdoor seats:** \_\_\_\_\_

**If Business is an industrial, warehouse, or manufacturing use, state:**

**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:**

**Fee:** Tenant Finish for New Office, Retail **\$200.00**  
Industrial, etc. Uses

**Applicant's Signature** \_\_\_\_\_

**NOTE - A SEPARATE SIGN PERMIT NEEDS TO BE OBTAINED FOR ANY EXTERIOR SIGNAGE**

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**(To be completed by the BCPC Staff)**

1. **Date Received** \_\_\_\_\_

2. **Review Fee** \_\_\_\_\_

3. **Staff Reviewer** \_\_\_\_\_ **Date** \_\_\_\_\_

4. **Staff Recommendation:**

\_\_\_\_\_ **Approval**

\_\_\_\_\_ **Approved with Conditions (see #5)**

\_\_\_\_\_ **Denial (see #6)**

5. **Conditions of Approval:** \_\_\_\_\_

6. **Reasons for Denial:** \_\_\_\_\_

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