

**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:** \_\_\_\_\_

**E-Mail:** \_\_\_\_\_

**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**

\*\*\*\*\*

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

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

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

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

4. Staff Recommendation: \_\_\_\_\_

\_\_\_\_\_ Approval                                      Legislative District \_\_\_\_\_

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

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

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

\_\_\_\_\_

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

Boone County Planning Commission  
Boone County Administration Building  
2950 Washington Street, Room 317  
P.O. Box 958  
Burlington, Kentucky 41005  
(859) 334-2196 - Phone  
(859) 334-2264 - Fax  
plancom@boonecountyky.org - E-Mail  
www.boonecountyky.org - Web Page