

# APPLICATION FOR ZONING / USE REGISTRATION PERMIT



**CITY OF PHILADELPHIA**  
**DEPARTMENT OF LICENSES AND INSPECTIONS**  
 MUNICIPAL SERVICES BUILDING – CONCOURSE  
 1401 JOHN F. KENNEDY BOULEVARD  
 PHILADELPHIA, PA 19102  
*For more information visit us at [www.phila.gov](http://www.phila.gov)*

*(For office use only)*  
**APPLICATION #** \_\_\_\_\_

**ZONING CLASSIFICATION** \_\_\_\_\_

**PREVIOUS APPLICATION NO.** \_\_\_\_\_

*(Applicant completes all information below. Print clearly and provide full details)*

**LOCATION OF PROPERTY (LEGAL ADDRESS)** \_\_\_\_\_

**PROPERTY OWNER'S NAME** \_\_\_\_\_

**PROPERTY OWNER'S ADDRESS:** \_\_\_\_\_

**PHONE #** \_\_\_\_\_ **FAX #** \_\_\_\_\_

**LICENSE #** \_\_\_\_\_ **E-MAIL:** \_\_\_\_\_

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

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

**FIRM/COMPANY:** \_\_\_\_\_

\_\_\_\_\_

**PHONE #** \_\_\_\_\_ **FAX #** \_\_\_\_\_

**LICENSE #** \_\_\_\_\_ **E-MAIL:** \_\_\_\_\_

**RELATIONSHIP TO OWNER:**  TENANT/LESSEE  ATTORNEY  DESIGN PROFESSIONAL  CONTRACTOR  EXPEDITOR

### TABULATION OF USES

FLOOR/SPACE #	CURRENT USE OF BUILDING/SPACE	Last Previous Use	Date Last Used

FLOOR/SPACE #	PROPOSED USE OF BUILDING/SPACE

### STORIES AND HEIGHTS FROM GROUND TO ROOF

HEIGHT	EXISTING BUILDING			PROPOSED ADDITION / ALTERATION / NEW CONSTRUCTION		
	FRONT	SIDE	REAR	FRONT	SIDE	REAR
IN FEET						
IN STORIES						

**BRIEF DESCRIPTION OF WORK/CHANGE:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

CONTINUED ON ADDITIONAL SHEET (ATTACHED)  ACCELERATED REVIEW  CHECK/RECEIPT/M.O NO. \_\_\_\_\_

**IS THIS APPLICATION IN RESPONSE TO A VIOLATION?**  NO  YES **VIOLATION #:** \_\_\_\_\_

All provisions of the Zoning code and other City ordinances will be complied with, whether specified herein or not. Plans approved by the Department form a part of this application. I hereby certify that the statements contained herein are true and correct to the best of my knowledge and belief. I further certify that I am authorized by the owner to make the foregoing application, and that, before I accept my permit for which this application is made, the owner shall be made aware of all conditions of the permit. I understand that if I knowingly make any false statement herein I am subject to such penalties as may be prescribed by law or ordinance.

**APPLICANT'S SIGNATURE:** Thomas J. DeLeon **DATE:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**PRE-REQUISITE APPROVALS FOR:**

ADDRESS:

APPLICATION #:

✓ IF REQ'D	AGENCY	INITIALS	DATE	REMARKS
	ART COMMISSION 13 <sup>TH</sup> FLOOR – 1515 ARCH STREET			
	CITY PLANNING COMMISSION 13 <sup>TH</sup> FLOOR – 1515 ARCH STREET			
	HISTORICAL COMMISSION			
	FAIRMOUNT PARK COMMISSION			
	STREETS DEPARTMENT ROOM 940 – M.S.B.			
	WATER DEPARTMENT 2 <sup>ND</sup> FLOOR –1101MARKET STREET			

**EXAMINER'S APPROVAL (OFFICE USE ONLY)**

PERMIT TO READ:

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

NOTICE OF REFUSAL DATE: \_\_\_\_\_ NOTICE OF REFERRAL DATE: \_\_\_\_\_

ZBA CALENDAR NO.	GRANTED BY ZBA <input type="checkbox"/> NO <input type="checkbox"/> YES DATE	PROVISOS <input type="checkbox"/> NO <input type="checkbox"/> YES	FEE ITEM	AMOUNT
			FILING FEE	
			RE-INSPECTION FEE	
			ZONING FEE	
			USE FEE	
			<b>TOTAL FEES</b>	

VIOLATION FOR WORK/CHANGEWITHOUT A PERMIT?  
 NO      YES (INSPECTION FEE MUST BE ADDED TO PERMIT FEE)

VIOLATION # \_\_\_\_\_  
This is to certify that I have examined the within detailed statement, together with a copy of the plans relating thereto, and find the same to be in accordance with the provisions of the law relating to zoning in the City of Philadelphia, that the same has been approved and entered into the records of this Department.

EXAMINER: \_\_\_\_\_ DATE APPROVED: \_\_\_\_\_

PERMIT #	DATE ISSUED:	CHECK #
----------	--------------	---------