

Commercial Building Clearance

For Onsite Sewage Disposal & Water Supply (Commercial BSA Addendum)

The attached site plan requirements must be completed and submitted along with this application. Failure to complete the application form or to comply with the site plan requirements may result in processing delays or application denial. Prior to issuance, a determination of whether the existing sewage disposal system and water supply meets code and/or setback requirements is necessary.

A copy will be forwarded to the jurisdictional Community Development Department or Planning Department.

Submittal Date	Memo Number	Review Fee	S.S.I.

High Risk applications, necessitating a Waste Management Plan, require an additional hourly fee for review time. This may be determined at the time of submittal or billed during the review process

A. APPLICANT AND PROPERTY INFORMATION Business Name			
Company/Business Name	Business Park	If Business Park, identify Building and/or Suite Number	
Property/Building Address	Street	City	
Assessors Account Number		Property Size	
Applicant	Applicant Contact Phone #	Applicant E-mail Address	
Applicant Mailing Address	Street	City	State Zip Code
Property Owner	Contact Phone #	E-mail Address	

B. COMMERCIAL ACTIVITY DESCRIPTION AND PROPOSED USAGE INFORMATION				
PROPOSED ACTIVITY - describe commercial activity	Proposed Food Establishment? <input type="checkbox"/> Yes <input type="checkbox"/> No			
NUMBER OF EMPLOYEES (current and/or proposed)	Full Time	Part Time	Hours of Operation	Days Open Hours per day
RESIDENTIAL BUSINESS INFORMATION (If Applicable)	Number of existing bedrooms:		Number of current occupants:	
NEW PLUMBING PROPOSED ? <input type="checkbox"/> Yes <input type="checkbox"/> No	Describe new plumbing:			
Proposed total wastewater gallons per day (GPD)	Attach current water records for the past 6 months Current GPD Usage: _____ + Proposed GPD Increase in flow: _____ = Total GPD _____			

**Waste water constituents. Attach a waste management plan with MSDS sheets if applicable.
No wastes atypical of residential sewage may be discharged into an on-site sewage disposal system.**

C. PROPOSED WATER SUPPLY AND SOURCE INFORMATION	
Water Supply: <input type="checkbox"/> Individual <input type="checkbox"/> Two Party <input type="checkbox"/> Public	Existing water source <input type="checkbox"/> Yes <input type="checkbox"/> No
Type of well or public water supply name	Water system ID number

D. SIGNATURE AND ACKNOWLEDGMENT	
I certify that all of the information provided is accurate to the best of my knowledge, and I agree to all of the conditions set forth on the Building Clearance and KCBOW ordinances No. 2008A-01 and 1999-6. The plot plan must comply with the universal site plan. Failure to complete the application form or to comply with plot plan requirements may result in application denial.	
Owner/Applicant Signature:	Date:

VICINITY MAP - Indicate accurate detailed directions to the location of the property. Note distances in feet from roadways and/or intersections. Secondary site visits due to lack of site identification may result in additional review fees.



Empty space for drawing the vicinity map.

SPECIAL SITE CONDITIONS (dogs present, etc.)