



Application for Planning Commission

City of Fairfield Development Services Department
5350 Pleasant Ave
Fairfield, Ohio 45014
(513) 867-5345
www.fairfield-city.org

For Staff Use Only

Project ID:

Date Application
Submitted:

PC Meeting Date:

Submission Requirements

1. Incomplete or incorrect applications will not be accepted.
2. One (1) hard copy of a site plan, drawn to scale, must be submitted, if applicable.
3. An electronic copy of the submission must be emailed to development@fairfield-city.org.
4. Additional information as determined by the Development Services Director may be required to be submitted.
5. Filing fee of \$100 is due at the time the application is submitted.
6. Planning Commission meets on the second and fourth Wednesday of each month. The full application, including the filing fee, must be submitted at least two weeks prior to the meeting.

Site Information

Date:

Address of the Subject Site:

Description of Request:

Applicant Information	
Applicant Name:	
Company:	
Street Address:	
Email Address:	Phone Number:
Property Owner Information	
Property Owner Name (if different from applicant):	
Street Address:	
Email Address:	Phone Number:
Signatures	
The undersigned certifies that all materials submitted with this application are true and correct.	
<div><div>_____</div><div>ApplicantDate</div></div>	

The Property Owner (if different from the Applicant) acknowledges by signature below, that they are aware of this application.	
<div><div>_____</div><div>Property OwnerDate</div></div>	