



City of Dublin Zoning Clearance Application Tobacco Retailer

PROJECT INFORMATION

Applicant Name (Print or Type): _____ Phone: _____

Project/Business Name: _____

Project Address: _____ Zoning: _____

A Dublin Business License is required to be submitted to the City of Dublin prior to establishing the Tobacco Retailer. Please initial that you have read and acknowledge this requirement. _____

A Tobacco Retailer License is required. A Tobacco Retailer License is issued by Dublin Police Services. Please initial that you have read and acknowledge this requirement. _____

The following is to be completed by the Planning Division:

Is the Tobacco Retailer located within 1,000 feet of a public or private elementary, middle, junior high or high school? _____

Is the Tobacco Retailer located within 500 feet of a playground, youth center, City owned and operated recreational facility, park or library? _____

If the retailer is a Retail Tobacco Shop (business whose main purpose is the sale of tobacco products), are there any existing Retail Tobacco Shops within 1,000-feet of the Project Address? _____

A Tobacco Retailer is only permitted at the proposed location, if the answers to the three questions above was no.

SUBMITTAL INFORMATION

Required submittal items:

- 1. Application fee**
- 2. Written Description** of Use (includes a description of the business, operational hours,) – 3 copies
- 3. Site plan** (includes property with building, parking spaces, landscaped areas) – 3 copies
- 4. Map** showing the distances from the project address to the nearest public or private schools, youth center, City owned and operated recreational facility, park and library – 3 copies

PROPERTY OWNER INFORMATION

Property Owner's Name: _____ Phone: _____

Property Owner Address: _____

Signature: _____ Date: _____

ACKNOWLEDGEMENT OF APPLICANT

By signing below, I certify that I have the authorization of the Property Owner to file this application for a Zoning Clearance and that the information contained in this application is true and correct. I further agree to the following:

- Any physical changes to the building and/or tenant space require a Building Permit. Certain changes to the site and building may be required before the use can open for business. The changes may require plans to be prepared by a licensed professional and these improvements may have substantial costs associated with them. It is the responsibility of the Applicant to obtain all necessary permits or to seek clarification as may be required prior to establishing the proposed use or improving the property.
- The following handouts have been received:
 - Ordinance 20-12 "Smoke Pollution Control"
- All applicable City of Dublin Ordinances will be complied with at all times including but not limited to Chapter 4.40 (Tobacco Retailers), Chapter 5.56 (Smoking Pollution Control), Chapter 5.64 (Property Maintenance), Chapter 7.32 (Building Security) and Chapter 8.43 (Tobacco Retailers).

Signature: _____ Date: _____

ZONING CLEARANCE APPROVAL: