

<b>CITY OF FRANKLIN</b> <b>OCCUPANCY PERMIT APPLICATION</b> 9229 W. LOOMIS ROAD, FRANKLIN, WI 53132 Phone: (414) 425-0084 E-mail: <a href="mailto:generalinspection@franklinwi.gov">generalinspection@franklinwi.gov</a> Application Forms and Handouts can be found at <a href="http://www.franklinwi.gov">www.franklinwi.gov</a>			Tax Key No.
			Permit No.
Site Address	Unit or Suite #	Name of Business to Occupy Site	
Previous business name and scope of work if known:			
Property Owner's Name		Email Address	
Mailing Address	City	Zip	Phone
Applicant (if other than owner)		Email Address	
Mailing Address	City	Zip	Phone
Project Type: <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Institutional <input type="checkbox"/> Multi Family - # of Units _____ <input type="checkbox"/> Hotel/Motel - # of Units _____			
<b>OCCUPANCY TYPE:</b>  Business Description (Please be specific OR attach business model/narrative): _____ _____ _____			
<input type="checkbox"/> Occupancy - \$245 plus \$10 Tech Fee (Comm/Ind/Inst only) – Inspection Required <input type="checkbox"/> Occupancy – Multi Family; Hotels/Motels \$65 per unit plus \$10 Tech Fee – Inspection Required <input type="checkbox"/> Name/Owner Change – (No change in use) \$100 plus \$10 Tech Fee *Inspections will be required for businesses that have been closed or vacant for any amount of time.			
<b><i>Any alterations/additions to the space will require a Building Permit.</i></b>			
<b><u>** CHANGE OF USE</u></b>			
<b><i>** When a proposed use constitutes a greater hazard than the previous use, based on the International Existing Building Code, a “Change-of-Use Analysis” must be provided to demonstrate compliance, (see separate info sheet on City site for details).</i></b>			
CONTACT PERSON (print) _____		PHONE: _____	
APPLICANT'S SIGNATURE _____		DATE: _____	
APPLICANTS ARE RESPONSIBLE FOR SCHEDULING BUILDING INSPECTIONS BY CALLING 414-425-0084. OTHER INSPECTIONS MAY BE REQUIRED.			
<b><u>MINIMUM 24-HOUR</u> NOTICE IS REQUIRED FOR ALL INSPECTION REQUESTS. SCHEDULING WILL BE BASED ON ORDER RECEIVED AND STAFF AVAILABILITY.</b>			