

Complete this form in full and attach three (3) copies as a cover page to the hard copy submissions.

Address: _____
 PPN: _____
 Owner: _____
 Phone: _____
 Email: _____
 Architect/Designer: _____
 Address: _____
 Phone: _____
 Email: _____
 Contractor: _____
 Address: _____
 Phone: _____
 Email: _____
 Applicant Name: _____
 Applicant Phone: _____
 Applicant Email: _____

Does this property belong to a homeowner’s association? YES NO

Homeowners Association: _____

Did you obtain HOA approval for this project? YES NO

Date of Approval: _____

HOA Phone Number: _____

Project Type: New Construction Addition Alteration Sign Fence

Project Description:

DATE RECEIVED: _____

ABR RECIEPT #: _____

CONSENT TO ACCESS PROPERTY

Please complete this form in full and attach as the second page to all hard copy submissions

I, the undersigned responsible party (owner, and/or property manager for the property owner) of the property described herein, do hereby consent to entry upon said property, at a reasonable time and to the extent necessary, by the City of Cleveland Heights and its officers, employees, and/or agents for the purpose of inspecting said property for compliance with the City's Zoning, Housing, and/or Building Codes. I further certify that I have authority to grant access to said property.

Property Address:

Name (printed)

Phone:

Property Owner Property Manager

Signature: _____

Date:

**FAILURE TO CONSENT TO A SITE INSPECTION
OF THE PROPERTY WILL RESULT IN THE
REJECTION OF YOUR APPLICATION.**

**ATTENTION CONTRACTORS - THIS PAGE
MUST BE COMPLETED BY THE OWNER OR A
DOCUMENTED AUTHORIZED
REPRESENTATIVE OF THE PROPERTY OWNER.**