



Nationwide Zoning Services, LLC

1117 Jacob Drive | Moore, OK 73160
phone: 405.607.6607 | toll free fax: 866.383.0482
www.zoningservice.com

ZONING AND SITE REQUIREMENTS REPORT FOR:

**GRAND OFFICE BUILDING
1234 MAIN STREET
CITY, STATE**

CERTIFIED TO:

ABC LENDING CORPORATION

Date: January 11, 2019

Report No.: 12345

SECTION 1

CONFORMANCE CONCLUSION AND RIGHT TO REBUILD INFORMATION

1. **WHAT IS THE CONFORMANCE STATUS OF THIS PROJECT?**
Legal Conforming
 2. **NONCONFORMING CHARACTERISTICS**
None
 3. **RECOMMENDED ACTION(S) (IF ANY)**
Not Applicable
 4. **REBUILD CLAUSE**
Not Applicable
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SECTION 2

SITE ADDRESS AND JURISDICTION INFORMATION

1. SITE NAME:
Grand Office Building
 2. SITE ADDRESS:
1234 Main Street
 3. SITE AREA:
1 Acre or 43,560 Square Feet +/-
 4. JURISDICTION:
City, State
 5. DATE OF EXISTING ORDINANCE:
Amended through June 2006
 6. ZONING DISTRICT:
"C-2" Commercial District
 7. ABUTTING ZONING DISTRICTS:
Non-Residential Districts to the North, South, East and West
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SECTION 3

USE INFORMATION

EXISTING USE(S): Offices and Ground Floor Retail Stores

Is/are existing use(s) in conformance? **Yes, As Permitted Uses**

SECTION 4

SETBACKS, HEIGHT, AREA, AND DENSITY REQUIREMENTS

SETBACKS:

a. Front:	Required 25 Feet	Existing 46 Feet
b. Side:	15 Feet	29 Feet
c. Rear:	10 Feet per Variance #87-456 (Attached)	10 Feet
d. Front Parking:	10 Feet	12 Feet
e. Side/Rear Parking:	5 Feet	20 Feet

Are existing setbacks in conformance? **Yes, Setbacks are Conforming**

MAXIMUM HEIGHT: 3 Stories/40 Feet

EXISTING HEIGHT: 3 Stories/37.5 Feet

Is the existing height in conformance? **Yes, Height is Conforming**

AREA REQUIREMENTS: Minimum Lot Area of 20,000 Sq.Ft.
Minimum Lot Width of 100 Feet
Minimum Lot Depth of 150 Feet

Are area requirements in conformance? **Yes, Existing Lot Area is 43,560 Sq.Ft, Existing Lot Width is 256 Feet and Existing Lot Depth is 301 Feet**

DENSITY REQUIREMENTS: Maximum Floor Area Ratio of 2.0 (47,500 Gross Sq.Ft. Existing)
Maximum Building Coverage of 80%

EXISTING BUILDING FOOTPRINT: 16,000 Total Square Feet

Are density requirements in conformance? **Yes, Existing Floor Area Ratio is 1.09 and Existing Building Coverage is 37%**

SECTION 5

PARKING REQUIREMENTS

PARKING FORMULA(S):	Office and Retail: 1 Space per 300 Sq.Ft. of Gross Floor Area (47,500 Sq.Ft. Existing)
REQUIRED PARKING:	158 Total Parking Spaces
EXISTING PARKING:	165 Total Parking Spaces
Is Parking in conformance?	Yes, Parking is Conforming

SECTION 6

SPECIAL PERMITS AND/OR CONDITIONS ON FILE FOR THIS PROJECT

SITE PLAN APPROVAL:
Yes, attached

PLANNED DEVELOPMENT APPROVAL:
Not Applicable

OTHER:
Variance allowing a 10 foot rear setback where 25 feet is required. (Attached)

SECTION 7

BUILDING AND ZONING VIOLATIONS AND CERTIFICATE OF OCCUPANCY INFORMATION

ARE THERE ANY BUILDING CODE VIOLATIONS ON FILE?

According to Marty Jones, Building Inspector, there are no outstanding building violations associated with this project. (See attached letter)

ARE THERE ANY ZONING VIOLATIONS ON FILE?

According to Janet Johnson, Zoning Official, there are no outstanding zoning violations associated with this project. (See attached letter)

ARE THERE ANY FIRE CODE VIOLATIONS ON FILE?

According to John Smith, City Fire Inspector, there are no outstanding fire code violations associated with this project. (See attached email dated January 1, 2019)

ARE THERE CERTIFICATES OF OCCUPANCY ON FILE FOR THIS PROJECT?

Yes, attached is a Certificate of Occupancy for the shell structure and Certificates of Occupancy for each tenant. A new Certificate of Occupancy is required for a change of use and renovations or remodeling. A new Certificate of Occupancy is not required for a change of tenant.

NOTES: None

SECTION 8

<i>Jurisdiction Contact Information:</i> <i>Janet Johnson, Zoning Official Zoning Department 567 Elm Street City, State 555.555.1234</i>	<i>Surveyor:</i> <i>Matthew Adams Survey Company City, State 555.555.5678</i> <i>Survey Date: January 8, 2007</i>
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This report was prepared by the Nationwide Zoning Services, LLC. For questions call Debbie Hecker-Allen by phone at 405.607.6607 or by email at dallen@zoningservice.com.