



CERTIFICATE OF USE APPLICATION

A completed application includes:

- A copy of the property lease or a notarized letter from the property owner approving your intent to lease, and
- \$117 non-refundable check or money order made to The City of North Miami must be provided at the time of application.
- A letter of intent signed by the business owner describing the business in detail.
- The PROPERTY Owner/LANDLORD's notarized signature.
- Fire Inspection from Miami-Dade County (786-331-4800)
- DERM: 701 NW 1st Ct., 2nd Floor, Miami, FL 33136 (305-372-6502 or 305-372-6789)

APPLICANT

THIS APPLICATION WILL NOT BE PROCESSED UNLESS A LANDLORD SIGNATURE and a NOTARY STAMP APPEAR AT THE BOTTOM OF THIS PAGE!

Check All That Apply: Establishment of New Business (New Certificate of Use) "Change" in Business and/or Owner Only Retail/Services Office Restaurant/Bars
 Hotel/Multi-family Rentals/Commercial Leasing Properties Schools/Daycares Vehicle Sales/Repair ALF-Group Home Religious Institution

Previous Use _____ Business Square Footage: _____

Business Name: _____

Business Folio #: 06- _____ Business Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Business Owner Name: _____

Applicant (Business Owner) Signature: _____ Date _____

PROPERTY OWNER / LANDLORD

Property Owner's Name: _____

Address: _____

DERM APPROVAL

Property Owner / Landlord Name (Print) _____

Property Owner / Landlord Signature _____

STATE OF FLORIDA
COUNTY OF MIAMI-DADE

SWORN AND SUBSCRIBED TO ME BY OWNER THIS _____
DAY OF _____ 2017.

PERSONALLY KNOWN _____ PRODUCED ID _____
TYPE OF ID PRODUCED: _____

NOTARY PUBLIC

STAMPED COMMISSION NAME

TO BE COMPLETED BY CITY STAFF

ZONING DISTRICT: _____ PROCESS NUMBER: _____ ZONING APPROVAL: _____ DATE: _____

"The undersigned has carefully reviewed this application, and all information contained herein has been freely and voluntarily provided. All facts, figures, statements contained in this application are true, correct and complete to the best of my knowledge and belief. The applicant acknowledges and understands that the issuance of a Certificate of Use is contingent upon a zoning compliance inspection and review, as well as approval of the use and assessment of any impact fees that may be levied by the City of North Miami and Miami Dade County's Department of WASA and DERM. The applicant also acknowledges that a Certificate of Use approval by the City and the County are required prior to the issuance of a Business Tax Receipt by the City of North Miami, which is required prior to operating any business within the City limits."

**** INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED ****