

APPLICATION FOR OCCUPANCY PERMIT

SADSBURY TOWNSHIP

9888 State Highway 285, Conneaut Lake, PA 16316 • 814-382-8579

Permit # _____

Zoning _____

Check one of the following: ☐ CHANGE OF USE ☐ CHANGE OF OCCUPANCY ☐ COMPLIANCE

Section I: Owner/Applicant Information

PROPERTY OWNER: _____ PHONE #: _____
ADDRESS: _____
BUSINESS OWNER: _____ PHONE #: _____
ADDRESS: _____
LESSEE (if different from above): _____ PHONE #: _____
ADDRESS: _____
ATTACH COPY OF LEASE (if applicable)

Section II: Property Information

PROPERTY ADDRESS: _____
EXISTING USE: _____
NEW USE: _____
NAME OF BUSINESS: _____
PARCEL #: _____ SIZE OF PROPERTY: _____
SIZE OF BUILDING: Length _____ Width _____ Height: _____ Total Sq Ft: _____
SEWER: ☐ Public ☐ On-lot Septic System WATER: ☐ Public ☐ Private well
NUMBER OF EMPLOYEES: _____ NUMBER OF OFF-STREET PARKING SPACES: _____
ATTACH DEED, SITE PLAN include location of building(s) and parking plan, NARRATIVE explaining BUSINESS PLAN

Section III: Signature and Fee

PLEASE READ CAREFULLY

Application is hereby made for permission to use and/or occupy the premises and/or land as described above for the purpose as herein stated. If such use complies with the provisions of all laws and ordinances of the Federal, State and Sadsbury Township and a Certificate of Occupancy is issued, it is understood and agreed upon that said Certificate of Occupancy will authorize only the use, as stated herein. It is further agreed and understood that said Certificate of Occupancy may not legally be extended or changed without authorization of a new Certificate of Occupancy. Any violation of this Certificate of Use, Occupancy and Compliance shall be abated immediately or the land and buildings vacated as directed by the Sadsbury Township Code Official.

Applicant's Signature

DATE: _____

TOWNSHIP FEE: \$15.00 plus \$.04 per square foot

BUILDING CODE OFFICIAL FEE: _____

Section IV: Office Use Only

Zoning Officer: _____ DATE: _____

FEE: \$ _____ **PAID:** Ck# _____ Cash \$ _____ DATE: _____