



Concord Township,

Lake County, Ohio

7229 Ravenna Road
Concord Township, OH 44077
(440)354-7505 or 354-7506
www.concordtwp.com

Application for Zoning Permit

Business Uses

Application Number: _____

Before any occupancy or change in occupancy of a non-residential building or unit within a non-residential building occurs, a zoning permit application shall be made to the Zoning Inspector. This process ensures that the business use being proposed is a permitted use in accordance with the Concord Township Zoning Resolution.

Occupant/Applicant Information

Applicant Name:
Business Name:
Concord Business Address:
Business Owner(s):
Phone: _____ Email: _____
Building Owner: _____ Owner Telephone: _____
Building Owner Address:

Description of Proposed Business Use

Name of Business:
Website: _____ Include this business in the online directory <input type="checkbox"/> Yes <input type="checkbox"/> No
Square footage of space dedicated to use:
List of goods to be sold:
List of services to be offered:
Maximum number of employees on premises at any one time:
Describe any aspect of the business use that would involve the outdoor storage, display, or sale of anything connected with the business use. Please note that outdoor storage, display or sales may require a conditional use permit.

Describe any unusual aspect of the business use:
Days and hours of operation:

Site Information

Answer the following questions. If any answer is yes, a plan review may be required.

Will there be any changes to the landscaping?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Will there be any changes to the parking area?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, a plan review is required.
Will there be any changes to the building exterior?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, a plan review is required.
Will there be any other site changes?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, a plan review is required.
Will there be any changes to the signage?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, a sign permit is required.

Businesses are permitted one (1) temporary freestanding special event sign or banner for such use for a period not to exceed forty-five (45) days in a twelve (12) month period. This time period may be used for a single event or divided into smaller time increments for more than one event over the course of the 12 months, provided the total number of days used does not exceed 45 days in a 12-month period. Such signs shall be located no closer than ten (10) feet from any street right-of-way line. A temporary special event sign permit application and deposit is required to be filed with the Zoning Inspector prior to the sign being erected.

Applicant Certification

By initializing, the applicant has read, understands, and agrees to the following:

	It is understood and agreed by the applicant that any error, misstatement or misrepresentation of fact or expression of fact, either with or without intention on the part of the applicant, such as might, or would operate to cause the issuance of a permit in accordance with this application, shall constitute sufficient grounds for revocation of such permit at any time.
	The applicant gives consent to the Zoning Inspector to enter upon the property, at a reasonable hour, for the purposes of verifying conformance with this Zoning Permit.
	The Zoning permit shall become null and void one year after the date of issuance, unless construction, performance, or the change of use has commenced.

I/We the undersigned represent all matters pertaining to the processing of this application. The information contained in this application including attachments is in all respect true and correct to the best of my knowledge and belief.

APPLICANT (PRINTED NAME) _____ DATE _____

APPLICANT (SIGNATURE) _____

*****TO BE COMPLETED BY CONCORD TOWNSHIP ZONING DEPARTMENT*****

Date Application Received:	Fee Paid: \$100	Cash or Check #:
Zoning District:		
# of Parking Spaces Required:	# of Parking Spaces Provided:	
Zoning Permit:	Approved	Denied
Notes of approval/Reason for Denial:		
Zoning Inspector Signature:		Date: