



## City of Aurora, Ohio - Planning, Zoning and Building Division

129 W. Pioneer Trail, Aurora, OH 44202 330.562.9564 Fax: 330.562.9719 www.auroraoh.com

**APPLICATION FOR  
CHANGE OF USE/OCCUPANCY CERTIFICATE**

The intent of the Certificate of Use/Occupancy is to ensure compliance with the uses permitted within the respective zoning districts and the requirements established in the Planning and Zoning Codes. This application must be fully completed and returned to the Aurora Planning, Zoning and Building Division. Incomplete applications will not be processed. The on-site inspection of the premises will be scheduled after the aforementioned review is completed. Any work to be done on the site will require an additional permit.

**PLEASE PRINT:**

Business Name/Corporation: \_\_\_\_\_

Business Address: \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Owner's Address: \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_ Fax \_\_\_\_\_ Email: \_\_\_\_\_

**DESCRIPTION OF PREVIOUS USE:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DESCRIPTION OF PROPOSED USE:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applicant Signature \_\_\_\_\_

Sign & Print Name

Owner/Agent

**FOR PLANNING, ZONING & BUILDING DIVISION USE ONLY**

DATE APPLICATION RECEIVED \_\_\_\_\_

Zoned: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PERMIT PAID BY: \_\_\_\_\_

DATE: \_\_\_\_\_

Inspection \$ 150.00

Zoning \$ 100.00

Occupancy \$ 100.00

3% State Fee \$ 7.50

SUBTOTAL \$ 357.50

**Deposit** - \$ \_\_\_\_\_

TOTAL \$ \_\_\_\_\_



