

PLANNING AND DEVELOPMENT SERVICES DEPARTMENT – WEB PROGRAM
PO BOX 538 or 1330 COLLEGE STREET
NEWBERRY, SC 29108

ZONING AND BUILDING COMPLIANCE FORM for NON RESIDENTIAL PROPERTIES

A Certificate of Zoning and Building Compliance is required for any development activity requiring a building permit or causing a change of use or accessory use. **Note: This form does not verify ownership of a property or business. This form only verifies zoning and building code compliance for a business type.**

Property Address: _____

Proposed Tenant/ Business Name: _____

Mailing Address: _____

City/State/Zip: _____

Phone: _____ Fax: _____ Email: _____

Property Owner: _____

Mailing Address: _____

City/State/Zip: _____

Phone: _____ Fax: _____ Email: _____

Contact Person for Building Inspections: _____ Phone: _____

Type of Business/how space will be used: _____

Previous Business or use: _____ If vacant, how long has space been vacant: _____

Are you making changes to building? List: _____

Square footage of space: _____ Total Sq. ft. of building: _____

Number of restrooms: _____ Are they handicap accessible? _____

Hours of Operation: _____

The applicant certifies information on this application is true and correct. If any information is false or misleading, permits shall be considered void. **Applicant also attests that there are no recorded deed restrictions or restrictive covenants that apply to this property which are contrary to, conflict with, or prohibit the permitted activity being requested.** This permit shall expire six (6) months from approval date if a building permit is not obtained or not activity occurs.

Signature of Applicant: _____ Date Submitted: _____

Applicant Name (printed): _____

Zoning Action: Approved _____ Not Approved _____ Conditional Approval _____

Notes

Building Action: Approved _____ Not Approved _____

Notes:

Department Approval: _____ Date _____