

Change of Use Permit Application Checklist

- Completed Development Permit Application (front & back)
- Letter of Authorization, if applicable (permission to act on behalf of the registered property owner)
- Brief Description of Business
- If in a multi-unit building, please submit building floor plan with unit delineated/highlighted
- Permit Fee (\$100.00 + Notification fees for newspaper ads and/or postage, if applicable)