

EAST NOTTINGHAM TOWNSHIP

158 Election Road, Oxford, PA 19363

CHANGE OF USE & OCCUPANCY

APPLICATION AND PERMIT

U & O PERMIT# _____

Tax Parcel # 69- _____

To change the use of a structure, or a portion thereof

Application Date _____

To change the occupancy of a structure, or a portion thereof.

To change the use of the land.

Is Applicant the Owner? _____

Property Information

Street Address _____ Zoning District _____

Owner Information

Email _____

Name _____ Signature _____

Address _____

Home Phone _____ Work Phone _____ Cell Phone _____

Change in Use

Previous Use _____ New Use _____

Name of Occupant _____ Phone No. _____

Address _____
Street Address City State Zip Code

Change in Occupancy

Current Occupant(s) _____

New Occupant(s) _____ Phone No. _____

Address _____
Street Address City State Zip Code

____ Approved Date _____

____ Denied Date _____

NOTES: *Applicant is responsible to follow all Zoning Ordinance requirements.*

Zoning Officer

THIS PERMIT IS NOT VALID UNTIL a fee of \$50.00 has been paid to the Township and any inspections that may be required have been performed.

Fee Paid:\$ _____ cash check money order

Check/Money Order: no. _____, date _____, account name _____

Distribution: Applicant, Codes Enforcement Officer, Treasurer, Tax Parcel File

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158 Election Road
Oxford, PA 19363
(610)932-8494
Fax (610)932-9441

INSTRUCTIONS FOR FILLING OUT CHANGE IN USE & OCCUPANCY PERMIT

- Fields highlighted in yellow **MUST** be filled out by owner/applicant before application will be considered.
- If application is for a change in use of a structure or land then fill out the portion in green.
- If application is for a change in occupancy of a structure or land then fill out the portion in blue.
- Please note that the fee for this **does not** include inspection fees.