



# GEAUGA COUNTY BOARD OF COMMISSIONERS

James W. Dvorak Timothy C. Lennon Ralph Spidalieri

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**Building Department • Daniel W. Spada CBO**  
**12611 Ravenwood Dr. Suite 360 • Chardon, Ohio 44024**

## APPLICATION RE-OCCUPANCY AN EXISTING BUILDING OR TENANT SPACE

BUILDING TO BE ALTERED IN WHOLE OR IN PART REQUIRE A BUILDING PERMIT.  
BUILDINGS CHANGED IN WHOLE OR IN PART FROM ONE USE TO ANOTHER WILL REQUIRE  
A BUILDING REVIEW.

LOCATION OF RE-OCCUPANCY ADDRESS: \_\_\_\_\_

CITY/TOWNSHIP: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

OWNER/GENERAL MANAGER NAME: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

PROPERTY OWNERS NAME: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

CITY/TOWNSHIP: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

PREVIOUS USE: \_\_\_\_\_ NEW BUILDING USE: \_\_\_\_\_

DESCRIBE PROPOSED USE: \_\_\_\_\_

SQUARE FOOTAGE OF OCCUPANCY: \_\_\_\_\_ FLOORS TO BE OCCUPIED : \_\_\_\_\_

INTENDED NO. OF OCCUPANTS: (EMPLOYEES & CUSTOMERS): \_\_\_\_\_

I do hereby certify that I have read and understand the purpose of the application to re-occupy and that the above is accurate information and that the referenced premises will be used only for the stated purpose. The receipt for this application is not a Certificate of Re-Occupancy. A Certificate of Occupancy may be granted upon inspection approvals.

APPLICANTS NAME: \_\_\_\_\_ DATE: \_\_\_\_\_