

South Coventry Township

1371 New Philadelphia Road
Pottstown, PA 19465
Phone: (610) 469-0444

Commercial Use & Occupancy Zoning Permit Application

Business Name: _____ Phone: _____

Proposed Location (Street Address): _____

Existing/Previous Use of Proposed Location: _____

Name of Business Owner: _____ Phone: _____

Mailing Address: _____

If applicant is not the property owner, a copy of lease/documentation from property owner must be submitted with application granting applicant the right to occupy the property.

Property Owner's Name: _____ Phone: _____

Property Owner's Address: _____

Name of Business Manager: _____ Phone: _____

Type of Use and Occupancy:

Change in Ownership

Other _____

Change in Tenant/Occupant

Type of Business: _____

1. On the attached sheet of paper describe in detail the daily operations of this business.
2. Will the proposed business have any effects of the following?
 - a. Traffic Congestions: _____ If yes, explain.
 - b. Noise Levels: _____ If yes, indicate estimated levels and controls methods.
 - c. Air Pollution: _____ If yes, indicate control methods and provide DEP permits.
 - d. Water Pollution: _____ If yes, indicate control methods and provide DEP permits.
 - e. Thermal Pollution: _____ If yes, indicate control methods and provide DEP permits.
 - f. Glare: _____ If yes, explain.
3. Does this proposed use involve any special fire hazards? _____ If yes, explain.
4. Will any part of the operation be conducted on the outside of the building? _____
If yes, explain.

5. Proposed hours of operation: _____
- a. Number of shifts: _____
- b. Maximum number of employees each shift: _____
6. Tax ID No.: _____ State/County Permit No.: _____

Site and Location Information:

No. of Buildings: _____ No. of Rooms: _____ No. of Toilets: _____ No. of Sinks: _____

Type of Heat: _____ Total Floor Area: _____ Total Lot Size: _____

Type of Water Supply: _____ Septic: _____

This Application Must be Accompanied by the Following:

1. A plot plan of the property showing the location of all present and proposed buildings, sidewalks, and other areas devoted to pedestrian use, loading and unloading areas, driveways, parking lots and spaces, waste disposal and storage facilities, and other improvements on the lot. All streets, alleys, highways, streams, wetland areas and other topographical features on the lot should be shown.
2. Architectural plans of any proposed buildings or alterations to existing buildings.
3. The appropriate Commercial Use and Occupancy Fee.

a. Change in Ownership (no change in use or scope of business)	\$100.00
b. Change in Use (or scope of business)	\$250.00

Under penalties of perjury the above are represented to be true and correct. I understand that any changes to structures, accessible features/facilities, means of egress requires a separate building permit.

 Applicant's Signature Applicant's Name - Printed Date

For Office Use

Parcel #: _____ Permit #: _____

Zoning District: _____ Permit Fee: _____

Approved By: _____ Date Issued: _____

Notes: _____

Name of Business: _____

Describe in detail the daily operations for this business: