



A Grand City on a CHARMING SCALE

BUILDING DEPARTMENT
402 Lee Street NE * PO Box 488
Decatur, AL 35601
www.CityofDecaturAL.com
(256)341-4570 Fax (256)341-4572

APPLICATION TO RE-OCCUPY AN EXISTING BUILDING SPECIAL USE OR TEMPORARY OCCUPANCY

APPLICANT NAME: _____ PHONE: _____
MAILING ADDRESS: _____
CITY, STATE, ZIP: _____
EMAIL: _____

PROPERTY OWNER NAME: _____ PHONE: _____
MAILING ADDRESS: _____
CITY, STATE, ZIP: _____

1. PROPERTY LOCATION, STREET ADDRESS: _____
2. NAME OF BUSINESS AS IT WILL APPEAR ON BUSINESS LICENSE:

3. DESCRIBE THE INTENDED USE OF THE BUILDING:

4. This application also covers temporary occupancy and special use. WHAT ARE THE BEGINNING & ENDING DATES OF SALE/EVENT? _____
5. Will there be any construction performed such as alterations, repairs, or renovations (in preparation for) to occupancy, and if so, attach the appropriate permit application to this form? ☐ YES, APPLICATION ATTACHED ☐ NO
6. Will there be any development to the property (to include building and/or parcel)? "Development" is defined as any man-made change to improved or unimproved real estate, including, but not limited to, buildings or structures, mining, dredging, filling, grading, paving, excavation, drilling operations, and storage of equipment or materials. ☐ YES ☐ NO
7. Will there be any SIGNS ERECTED/INSTALLED with the new occupancy and if so, attach a sign application to this form.
☐ YES APPLICATION ATTACHED ☐ NO ☐ SIGN Contractor will obtain permit
8. Will you or any tenant be using or occupying any portion of this structure, space or area for civic, social, worship, recreation or amusement (arcade or gaming type machine, billiards or other similar uses) that is subordinate and secondary to the use shown on your business license or this certificate for which you are applying? _____

I hereby certify that I have read and examined this application and warrant the truthfulness of the information provided. All provisions of all laws and ordinances governing this type of use and occupancy will be compiled with whether specified herein or not. The granting of a certificate of occupancy does not presume to give authority to violate or cancel any provisions of any federal, state or local law regulating the use, occupancy, construction, and/or the performance of construction. The Certificate of Occupancy may be revoked if any of the information provided is incorrect and/or was issued wrongfully.

APPLICANT SIGNATURE

PRINT NAME

DATE: _____

OFFICE USE ONLY:

REVIEWED BY	DATE	ZONING	FLOOD HAZARD	OCCUPANCY TYPE
_____	_____	_____	_____	_____