

# TOWNSHIP DEVELOPMENT PROCESS



**Contacts:**

**Director of Planning & Zoning/Zoning Officer**  
**Capital & Special Projects Manager**  
**Director of Codes Enforcement/Fire Marshal**  
**Codes Building Inspector**  
**Administrative Assistant-Permits & Inspections**

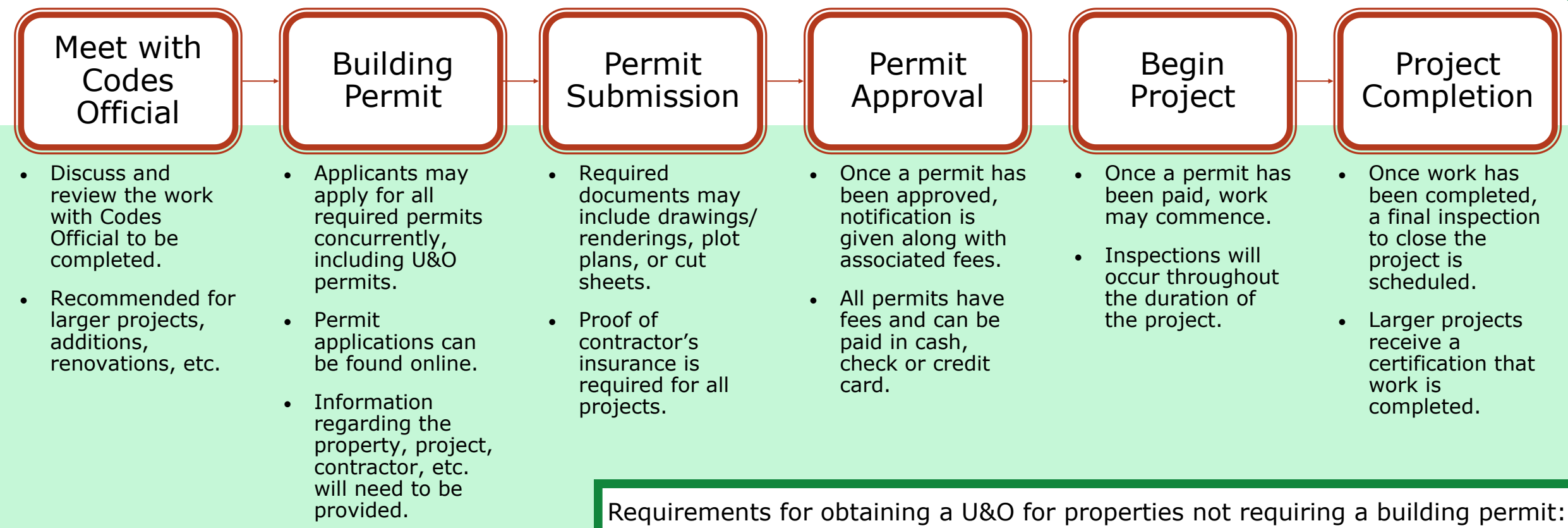
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# TOWNSHIP PERMITTING PROCESS



All commercial and most residential construction projects require the issuance of a U&O certificate upon completion.

Non-residential buildings, spaces or properties REQUIRE a U&O permit for:

- Change of ownership
- Change of use
- Change of occupant

Requirements for obtaining a U&O for properties not requiring a building permit:

1. Submit application with contact information and related sewer use information
2. Permit payment and application approval
3. Life Safety Inspections to include:
  - Illuminated exit signs
  - Emergency lights
  - Braille exit signs
  - Building address
  - Current fire extinguishers
  - Functioning egress doors, fire alarm and sprinkler system (if required)
  - Fire separation assemblies intact
  - No obvious hazards such as suspect electrical or mechanical installations

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