

Permit Checklist

Permit Type: **Change of Use**

Permit Details (Info needed prior to applying for permit)

- Project description and scope of work.
- General Permit Information: Owner name and contact info, property address, etc.
- For a significant change of use (ex. Converting a single family home into a business or a changing a retail shop into a restaurant) floor plans for the existing and planned interior are **REQUIRED**. You **MAY** be required to submit an engineered floor load report or site plan.
- For a structure providing food service you must contact the Campbell County Utilities and Service Authority Office and the Campbell County Health Department for approvals.

Campbell County Health Department 434-332-9550

Campbell County Utilities and Service Authority 434-239-8654