



City of Spring Lake Park

1301 81st Avenue NE | Spring Lake Park, MN 55432

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www.slpmn.org

Certificate of Occupancy Application

The Certificate of Occupancy Program is an important tool in the City's effort to maintain healthy and safe buildings. This program allows business owners and business tenants the opportunity to learn what is needed to occupy their space in a way that provides a safe environment and meets the rules and guidelines of the City and the Minnesota State Building & Fire Codes. It is specifically designed to try and avoid business location decisions that end up not working because of code related occupancy or use issues.

1. Site Address _____ Suite # _____

2. Proposed New Tenant / Business Name: _____

3. Owner of Proposed Business: _____ Email Address: _____

4. Owner of Property: _____ Email Address: _____

Address of Property Owner: _____

5. Primary Contact's Name: _____ Email Address: _____

Phone Number: _____

Previous Tenant / Business Name and Use: _____

Proposed Description of Business (be specific): _____

For questions regarding permitted uses in the zoning district please contact City Hall at 763-784-6491

Description of any planned remodeling/construction prior to occupying space (be specific): _____

Does the building have fire suppression? Y N

Sign Permits are required for all new outdoor signs. For details please contact City Hall at 763-784-6491

I hereby apply for a Certificate of Occupancy and acknowledge that the information above is complete and accurate; that this is not a Certificate; that I have received a copy of the Spring Lake Park Ordinance number 337; and that I hereby give permission for the Spring Lake Park Building Official and/or his/her designee to inspect the premises in which this application is intended for.

Applicant Email Address: _____

(Applicant Signature)

(Date)

(Applicant's Title)