



Change of Occupancy Application

Purpose: Upon a change in use/occupancy at any business, Delta Township requires a site inspection. This includes all trades, and **must be completed prior to occupancy**. The purpose of the inspection is to review the Building, and the proposed use, to make sure it complies with local ordinances. There are **no fees** associated with this service.

Please fill out the below form and return it to building@deltami.gov. We will then contact you to set up an inspection.

Your email address for all correspondence:

Contact Person:

Contact Phone Number:

Contact Mailing Address:

Other Contact Person (if applicable):

Other Contact Phone Number (if applicable):

Date of Occupancy Change:

Building Address:

New Business Name:

Previous Business Name:

Proposed New Use:

Describe what your Business will do:

How do you plan to alter the interior of the Building?

How do you plan to alter the exterior of the Building?