BUSINESS LOCATION APPROVAL APPLICATION

- Submit your Business Location Approval Application via email (above), fax (912)651-6543 or in person at 5515 Abercorn St. (31405).
- Contact the Business Approval Coordinator at (912)644-7709 or businesslocationapprovals@savannahga.gov if you need assistance.

A building inspection, building permit, site plan, and/or Zoning Board of Appeals application, etc., may be required to complete the process.

New Business Information

- Project Address:__________________________________ PIN:________________________
- Name of Business________________________________ Phone #:______________________
- Name of Owner/Corp:______________________________ Phone #:______________________
- Email Address:________________________ Phone #:________________________

Check if applicable: □ Change of Ownership □ Change of Business Name □ Change of Address

Previous Business Use or Activity

- Previous Business Name and/or Business Use at this location:

Proposed Business Use or Activity

- □ Home Occupation - Type: __________________________ □ Other: __________________________
- □ Professional Office □ Hair/Nail Salon or Barber Shop □ Bank
- □ Medical Office □ Personal Care Home - Type: __________ # of People: __________
- □ Restaurant □ Retail - Type: __________________________
- □ Bar/Nightclub □ Child Care - # of Children __________
- □ Car/Vehicle Repair □ Lodging - # of Bedrooms: __________
- □ Car/Vehicle Wash □ Short Term Vacation Rental - # of Bedrooms: __________

Please check all applicable statements:

- □ Your business is located in a new building.
- □ You are adding or changing heating, ventilation, air conditioners, or refrigeration.
- □ You are adding or changing plumbing. (e.g. sinks, toilets, showers, bathtubs, etc.)
- □ You are adding or changing electrical. (e.g. new lights, switches, outlets, etc.)
- □ You plan to sell fireworks at your retail business.

Applicant’s Statement of Compliance

It is the responsibility of every business owner or operator to make certain that the type or nature of business activity being conducted at any location in the City of Savannah is permitted by and conforms to the Zoning Ordinance and Building Regulations of the City before signing a lease/contract and operating the business.

I understand that all construction work will require a permit prior to commencing construction, which includes alterations, modifications, renovations, remodeling, signage, etc. Working without a permit will result in a minimum penalty of $500.

I hereby certify that I have answered all of the questions contained herein and know the same to be true and correct. Further, I understand that any Development Services approval issued, based upon false information or misrepresentation provided by the applicant, will be null and void and subject to penalty as provided by law and ordinances.

__________________________________________  __________________________________________  ______
Printed Name – Business Owner (Not Company Name)  Signature of Applicant  Date

FOR OFFICE USE ONLY

- Zoning District:_________ Use #:_________ Use Name:_________ Parking Required:_________ Parking Provided:_________
- Life Safety Code Occupancy Classification: __________ Building: No further review required: __________ Inspection required: __________
- □ Site Plan □ Special Use □ Amendment □ Plan # (s): __________
- Notes (Date of inspection, Permit #): __________
- Reviewer/Date: __________ □ Approved □ Denied □ ZBA Required □ Permit Required - CoF □ Permit Required - CO