

Certificate of Zoning Compliance

1. This form is required for any new business, home occupation, business relocation, or business owner change.
2. Some projects may require additional approvals before a business license can be issued. This may include Site Plan Approval, Conditional Use Permit, Building Permit and/or Certificate of Occupancy.
3. A Certificate of Zoning Compliance is not an approval for occupancy. Building modifications, including electrical, mechanical, plumbing, new walls, demolition, etc., will require a separate building permit. Please contact [Building Standards](#) for additional information.
4. Home Occupations applications must comply with the City's [Home Occupation Regulations](#).
5. Food Truck applications must provide additional information to comply with the City's [Food Truck Regulations](#).
6. All signage is permitted separately. Please contact [Planning and Development](#) for additional information.
7. After approval, this document must be presented to the [Finance Department](#) in order to be issued a [City of North Augusta Business License](#).
8. Additional resources are available in the [City of North Augusta New Business Guide](#).

**PLEASE CHECK WITH THE APPROPRIATE DEPARTMENT BEFORE BEGINNING ANY SITE,
BUILDING OR SIGN WORK.**

Check all of the following that apply:

New Business

Existing Business Name Change

Existing Business Relocations

Existing Business Ownership Change

Home Occupation

Food Truck

Business Name

Date

Business Address

Applicant Name:

Applicant Address:

Phone:

E-mail

Business Owner Information (if different than applicant):

Describe the business, including products or services provided:

Number of Employees (including yourself):

Number of off-street parking spaces on site:

Applicant Certifications -- Please Read

1. I hereby certify that all information provided is true and correct to the best of my knowledge.
2. I certify that I am the person listed below and am authorized to make this application.
3. I understand that providing false or fraudulent information may result in penalties, business license revocation and/or prosecution to the fullest extent possible.
4. I am aware of and understand the jurisdiction's requirements and codes, and the issuance of a business license is contingent upon strict and consistent compliance with all of the jurisdiction's requirements.
5. I understand that failure to comply with these requirements may result in business license revocation as well as other compliance or legal efforts.
6. I hereby certify that there are no restrictive covenant or other private agreement that is contrary to, conflicts with, or prohibits the use or activity on the property that is the subject of this application.
7. I also understand and authorize the jurisdiction and its agents to utilize all information on this application to ensure compliance with all other federal, state and local laws.

I agree

Applicant Signature (type name or print and sign to indicate acceptance):

Owner Signature (if different than applicant):

The complete application with all required documentation may be submitted:

- Via email to planning@northaugusta.net
- Via mail:
Planning and Development Department, City of North Augusta, PO Box 6400, North Augusta, SC 29861
- In person:
Planning and Development Department, 2nd Floor, 100 Georgia Avenue, North Augusta, SC 29841

Submit Form Via Email

THIS SECTION FOR OFFICE USE ONLY

Parcel Number

Case Number

Use Matrix Reference

NAICS Reference

Additional Reviews Required:

Zoning

Site Plan Approval

Building Permit

Certificate of Occupancy

Business License

Other

Approved By:

Date:

Other notes or conditions: