



## ZONING DEPARTMENT

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*Zoning Inspector*

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## INFORMATIONAL NOTICES:

### **Public Meetings & Public Hearings Legal Notices:**

- As of October 1, 2025, ALL legal notices for any Zoning Meeting/Hearing that will be held at the Township Meeting Hall will be posted on the front page of the Township Website, they will no longer be advertised in the local paper.

### **Attention Business Owners opening a NEW business within the Township**

- Any new business that wishes to open within the Township **MUST** contact the Zoning Office first to discuss the type & location of their business.
- An occupancy permit application **MUST** be filed with the Zoning Office.
- If the business you wish to open is a permitted use in the area you wish to open this business, a completed occupancy permit application **AND** a final fire inspection by The Liberty Township Fire Department **MUST** be submitted to the Zoning Office **BEFORE THE BUSINESS OPENS**. (see language from Township Resolution below):
- Section 11:5 Occupancy Permit**
- No building hereinafter constructed, erected or altered, shall be occupied or used in whole or in part for any use whatsoever, and no change of use of any building or part thereof, or of any land, shall hereafter be made, until an occupancy permit has been issued by the Township Zoning Inspector, certifying that the building or use complies with the provisions of this Resolution. An occupancy permit shall be granted and provided by the Township, or denied within ten (10) days from the date a written application for an occupancy permit was filed with the Township Zoning Inspector. At completion of construction, see the Zoning Inspector for final review by the Zoning Inspector.***
- Any person failing to obtain an occupancy permit prior to occupying a building shall be assessed a compliance charge equal to twice the amount of the fee adopted for an occupancy permit by the Board of Township Trustees***
- Please note once you receive the Township occupancy permit you will then need to apply and obtain an occupancy permit from Trumbull County Building Department.