



USE PERMIT APPLICATION AUTHORIZATION TO OPERATE PROCESS AND REQUEST TO OPERATE FORM

DEPARTMENT OF PLANNING AND BUILDING SERVICES

707 Nevada Street, Suite 5 · Susanville, CA 96130-3912

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A use for which a Use Permit has been approved cannot commence operation until the permittee has received an Authorization to Operate from the Lassen County Department of Planning and Building Services (Department). To secure an Authorization to Operate, a permittee must submit a Request for an Authorization to Operate (see reverse side for Request form). Included with the completed request form should be documentation that demonstrates compliance with the conditions of the Use Permit necessary to commence operation. In accordance with Lassen County Code Section 3.18.020 (Planning Fees), the fee to apply for an Authorization to Operate is \$300.

Within ten days of receipt of the request, the Department will review the request and confirm that the conditions of the Use Permit have or have not been met by the permittee. If all of the conditions of the Use Permit necessary to commence operation have been met, the Department will issue an Authorization to Operate.

If the Department determines that the conditions have not been met, the permittee will be advised as to what extent compliance has not been demonstrated. A subsequent request may be made by the permittee at any time thereafter.

Reference: Lassen County Code Section 18.112.080

REQUEST FOR AUTHORIZATION TO OPERATE

A use for which a Use Permit has been approved shall not commence operation until such time that an Authorization to Operate has been issued by the Lassen County Department of Planning and Building Services. Pursuant to Section 18.112.080(e) of the Lassen County Code, operation of a use prior to issuance of an Authorization to Operate shall be grounds for revocation of the Use Permit or initiation of enforcement actions to bring the use into compliance.

- 1. Name of Permittee: _____
- 2. Mailing Address: _____

- 3. Phone Number: _____
- 4. Date: _____
- 5. Use Permit Number: _____

I hereby certify that all conditions of Use Permit issuance identified as conditions to be met prior to establishment of the use have been complied with. I have attached to this request all documentation necessary to provide evidence of compliance with these conditions. Upon issuance of the Authorization to Operate I agree to continue to comply with all conditions of Use Permit approval, recognizing that failure to comply with these conditions will result in permit revocation or other enforcement actions by the County to bring the use into compliance.

Date

Signature of Permittee