



# CITY OF CORTLAND APPLICATION for Builders and Developers/Subdividers License

Company Name: \_\_\_\_\_ EIN#: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Title: \_\_\_\_\_

Street Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Phone Number: \_\_\_\_\_

Developer/Subdivider

Builder

Pursuant to City of Cortland Codified Ordinance Section 1131.02(e), all builders and/or developers/subdividers shall obtain an annual license to build in the City of Cortland. A license is required prior to issuance of zoning permits, and approval of preliminary and final plat. This license shall expire **OCTOBER 1<sup>st</sup>**.

The City of Cortland is requiring the following information be submitted with this application:

1. *Proof of Insurance,*
2. *Proof of Workers Compensation*
3. *Application Fee*

Please remit the requested information and check to ***The City of Cortland, Attn: Service Director, 400 N. High St., Cortland, Ohio 44410.*** Checks should be made out to: **The City of Cortland.**

Builders of commercial facilities, homes, and additions shall pay a fee of **\$100.00**. Developers/Subdividers of four (4) or more lots shall pay a fee of **\$500.00**

If you have any questions or require any further information, please call Don Wittman, Director of Public Service at 330 637-4637.

As a condition of conducting business within the City, all federal, state and local rules and regulations must be followed. All liability insurance and workers compensation shall be kept current. Builders and Developers/Subdividers shall be knowledgeable of the City of Cortland Zoning & Subdivision Regulations and shall adhere to them during construction.

I \_\_\_\_\_, as principal of the company, agree to the  
(Name of Builder)  
above and acknowledge that I am authorized to sign on behalf of the company and acknowledge that violations may result in application of penalty provision or license revocation.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)