

Fee Structure: \$15 recording fee (all permits);
\$15 recording fee (RBES certificate, if applicable);
\$75 + recording fees (if new principal structure or accessory dwelling)

TOWN OF WESTFORD CERTIFICATE OF OCCUPANCY

Date: _____

Permit # _____

Parcel # _____

The undersigned herewith requests and inspection of the premises and issuance of "Certificate of Occupancy" of premises, or portion thereof, for use or habitation.

For new construction, rehabilitation or alteration which was done under authority of zoning

permit # _____ issued to: _____
(name of permit holder)

Intended use of premises _____
(type of use)

Construction began on _____ and completed on _____

Signature of Applicant

Date

For Administrative Use

Zoning Permit Issued: _____ Wastewater/Potable Water Permit: _____

Access Permit Issued: _____ Energy Code Certificate (RBES): _____
(must be recorded in the land records)

Minimum Setback Requirements: Front _____ Side _____ Rear _____
Or

_____ Follow building envelope depicted on approved subdivision plat. (All development shall occur within this area).

Certificate of Occupancy is hereby: _____ Approved _____ Effective Date: _____
_____ Denied

Conditions: _____

Reasons for Denial: _____

I hereby certify that the proposed use and/or occupancy conform to the duly adopted Westford Zoning Regulations and Westford Health Ordinance.

Zoning Administrator

Date Issued

Notes: This decision may be appealed by any legally interested party up to and including: _____

Display the permit notice in a location visible from the public right of way until the 15 day appeal period has ended.