

# Certificate of Occupancy

## TOWN OF WESTFORD, VERMONT

**Fee: \$90**  
*(Includes \$15 recording fee)*

A VT Residential Building Energy Standards (RBES) Certificate **MUST** be recorded with the Westford Land Records before a Certificate of Occupancy can be issued.

*Please Print Clearly*

Applicant(s)

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Location of Property: \_\_\_\_\_

Intended use of premises: \_\_\_\_\_  
(type of use – e.g. residential, commercial, home occupation)

Dates of Construction:

Start: \_\_\_\_\_

End: \_\_\_\_\_

Tax Map Number: \_\_\_\_\_

Original Zoning Permit Number: \_\_\_\_\_

Signature of Applicant

Date

### \*For Office Use Only\*

Zoning Permit Issued: \_\_\_\_\_  
Access Permit Issued: \_\_\_\_\_  
Wastewater/Potable Water Permit: \_\_\_\_\_  
WW System Installation Certification: \_\_\_\_\_  
Energy Code Certificate (RBES/CBES): \_\_\_\_\_  
Date of site visit: \_\_\_\_\_

Minimum Setback Requirements:  
Front \_\_\_\_\_ Sides & Rear \_\_\_\_\_

**OR**

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

**Certificate of Occupancy** is hereby:

Approved       Temporarily Approved (applicant must obtain permanent certificate of occupancy within 6 months)

Conditions: \_\_\_\_\_

Denied

Reasons for denial: \_\_\_\_\_

I hereby certify that the proposed use and/or occupancy conforms to the above permit and the duly adopted Westford Land Use and Development Regulations and the Westford Health Ordinance.

Harmony Cism, 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.*