

PROCESS TO OBTAIN A CERTIFICATE OF OCCUPANCY (CO)

The following process must take place before a newly constructed building may be occupied:

Before construction can begin:

- Application for a Zoning Permit must be filed and Approved by the ZEO (or Commission)
- Application for a Wetlands Permit must be filed and Approved by WEO or Inland Wetlands Commission (if applicable)
- Building Permit must be filed and Approved by Building Official
- Septic and Water supply system (i.e. well) must be officially approved by Sanitarian

After construction is complete:

- Certified As-Built Plan submitted for review and approval by ZEO
- Zoning Compliance Permit issued by ZEO
- Certificate of Occupancy issued by Building Official