

**APPLICATION FOR DETERMINATION OF
ZONING COMPLIANCE / CERTIFICATE OF OCCUPANCY**

Owner(s) of Record: _____

Property Address: _____

Parcel ID#: _____ Date Purchased: _____ Book# _____ Page# _____

List All Structures & Year of Construction: _____

Current Use (Check all Applicable):

Residential: Describe _____

Commercial: Describe _____

Farming: Describe _____

If Property is Being Transferred, What Uses are Being Contemplated: _____

List all Structures that HAVE Received Permits and Been Built or Rebuilt Since Property was Purchased/
Acquired (Include Garages, Porches/Deck, Additions, Sheds, etc.) with Date of Construction: _____

Septic Type _____ Date Installed _____

Water System Type _____ Date Installed _____

Notice to be sent to:

Name _____ Phone/Fax # _____

Email/Mailing Address: _____

I CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS INFORMATION IS GIVEN IN FURTHERANCE OF A REQUEST FOR A DETERMINATION AS TO ZONING VIOLATIONS ON THE ABOVE DESCRIBE PROPERTY.

_____ Landowner Signature	_____ Print Name	_____ Date
_____ Landowner Signature	_____ Print Name	_____ Date
_____ Applicant Signature	_____ Print Name	_____ Date

Received by ZA: _____	Completed by ZA: _____	Approved	Denied
_____ Zoning Administrator	_____ Date Issued	_____ Certificate Effective Date	

This is a request for a decision by the Zoning Administrator which could take up to two weeks to process a physical inspection of the property is necessary. **Please allow ample time.**

Checks Payable To: Town of Richford P.O. Box 236 Richford, VT 05476	Certificate of Compliance	\$75.00	
	Certificate of Occupancy		\$55.00
	Recording Fee	\$15.00	\$15.00
	Total Due	\$90.00	\$70.00

Should the Administrator fail to make a decision within thirty (30) days, it will be deemed that no violation exists. You should visit the office to make a thorough search of Town Records. The Town shall not be liable for any consequential damages resulting from the failure to render a timely decision.