

# APPLICATION FOR CERTIFICATE OF OCCUPANCY

Before any building may be occupied or land utilized, it is necessary for the zoning inspector to certify that the construction is in conformance with the zoning ordinance (resolution) and the previously approved Application for Zoning Permit. Approximately one week prior to the completion, mail this form to the zoning inspector. If the construction was completed in accordance with the approved zoning permit, he will approve the Certificate of Occupancy and return it to you. Temporary Certificates of Occupancy may be issued for a period not to exceed six (6) months.

To: ZONING INSPECTOR

The undersigned requests issuance of a Certificate of Occupancy for the premises as described in Zoning Permit Application No. \_\_\_\_\_ issued on \_\_\_\_\_, 2\_\_\_\_\_. To the best of our knowledge all construction has been in conformance with the approved zoning permit.

Applicant \_\_\_\_\_ Date \_\_\_\_\_

----- For Official Use Only -----

Upon the basis of Zoning Permit Application No. \_\_\_\_\_ Issued on (date) \_\_\_\_\_

And made a part hereof by reference, the proposed change (is \_\_\_\_\_, is not \_\_\_\_\_ ) found to be in conformance with the Zoning Ordinance and this Certificate is hereby

(approved \_\_\_\_\_, denied \_\_\_\_\_).

Date Application Received \_\_\_\_\_

Date of Action on Application \_\_\_\_\_

Date of Expiration if Temporary Certificate \_\_\_\_\_

If Denied, Reason for Denial: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Zoning Inspector

Mail to:

Village of Antwerp

Attn: Zoning Inspector

P.O. Box 846

Antwerp, OH 45813

Or email to: [zoning@villageofantwerp.com](mailto:zoning@villageofantwerp.com)