

IT IS THE OWNER OR HIS/HER AGENT'S RESPONSIBILITY TO OBTAIN ALL NECESSARY APPROVALS.

APPLICATION CERTIFICATE OF OCCUPANCY FOR CHANGE OF USE/OWNERSHIP



Does application constitute change of use/ownership of the structure?

(Check one) YES NO

DATE SUBMITTED:

Code Enforcement/Zoning Department Phone: (603) 527-1293 / FAX: (603) 527-1266

PROPERTY OWNER:	
OWNER'S ADDRESS:	OWNER'S PHONE NUMBER:
PROPERTY LOCATION/BUILDING ADDRESS:	
MAP/BLOCK/LOT: (CAN BE OBTAINED FROM ASSESSORS OFFICE)	ZONING DISTRICT:
LESSEE OR TENANT NAME/ADDRESS/PHONE NUMBER:	
NEW NAME OF BUSINESS:	
USE (Please check one): Residential <input type="checkbox"/> Commercial <input type="checkbox"/> DESCRIBE USE OF PROPERTY/BUSINESS:	

1ST STOP	ZONING DEPT-City Hall (527-1293) Approved by:	Date:
2ND STOP	PLANNING DEPT-City Hall (527-1264) Approved by:	Date:
3RD STOP	FIRE DEPT (LIFE SAFETY INSPECTION)- 848 N Main St (524-6881) Approved by:	Date:
LAST STOP	CODE ENFORCEMENT-City Hall (527-1293) (ELECTRICAL and BUILDING INSPECTION) Approved by:	Date:

COMMENTS: _____

PERMANENT CO TEMPORARY CO

CODE OFFICIAL'S APPROVAL: _____ DATE: _____