

REQUIREMENTS FOR A CERTIFICATE OF OCCUPANCY

FOR NEW HOME CONSTRUCTION

-A copy of final health department approval. It is your responsibility to make an appointment with the Westport/Weston Health Department (203-227-9571) for this inspection and to provide this office with a copy of *each* of the following:

Well Water approval
Permit to Discharge
As-built Septic Plan

-A Certificate of Zoning Compliance. Please call the Code Enforcement Officer at 203-222-2559 to make an inspection appointment.

-A final Certificate of Occupancy Building Inspection. Please phone the Building Department at 203-222-2659 to schedule an inspection appointment. Inspections are done on Monday through Friday afternoons, *by appointment only*. Please note that a CO inspection will not be done, nor a CO issued, if subcontractor licenses and/or permits are not on file for the property to be inspected.

-Sign-off by the Conservation Planner. If conditions were imposed by the Conservation Commission or Conservation Planner, it is your responsibility to schedule a final inspection with the Conservation Planner at 203-222-2681.

-Driveway sign-off by the Town Engineer. It is your responsibility to schedule a final driveway inspection with the Town Engineer. He can be reached at 203-222-2680.

ONCE ALL OF THE ABOVE REQUIREMENTS HAVE BEEN COMPLETED, IT IS REASONABLE TO EXPECT THE ISSUANCE OF A CERTIFICATE OF OCCUPANCY WITHIN ONE (1) WEEK'S TIME