

TOWN OF VIENNA, VIRGINIA
APPLICATION FOR CERTIFICATE OF OCCUPANCY—RESIDENTIAL (NEW DWELLING)

NEW DWELLING CONSTRUCTION AND AS-BUILT PLAN REVIEW

EFFECTIVE DATE: SEPTEMBER 1, 2007 (PLEASE TYPE OR PRINT IN INK)

OCCUPANT'S NAME: _____ DATE: _____

STREET ADDRESS: _____ APT: _____

PHONE: _____ PROPOSED USE: _____

E-MAIL ADDRESS (for "Contact Person"): _____

It is understood that Section 18-221 of the Code of the Town of Vienna requires the issuance of a Certificate of Occupancy before any new or altered structure can be occupied.

Signature: _____ Date: _____

Print Name: _____

Home Address: _____

OFFICE USE ONLY

Permit No.: _____ Date Assigned: _____

Legal Description: _____ If Platted: _____

Subdivision: _____ Section: _____ Block: _____ Lot: Zoning _____

District: _____ Use Approved/Date: _____

APPROVED BY:

Director of Planning & Zoning _____ Date _____

Director of Public Works _____ Date _____

TEMPORARY PERMITS ONLY

APPROVED BY:

Town Manager _____ Date _____

Conditions for Approval: _____

FAIRFAX COUNTY INSPECTIONS	NAME	DATE
BUILDING INSPECTION		
MECHANICAL INSPECTION		
PLUMBING INSPECTION		
ELECTRICAL INSPECTION		
X-CONN INSPECTION		
GAS INSPECTION		

TOWN OF VIENNA INSPECTIONS	NAME	DATE
WALL CHECK SURVEY		
TOV HEIGHT CERTIFICATION		
AS-BUILT SURVEY		

DEPARTMENT OF PLANNING AND ZONING REVIEW:

AS-BUILT PLAN REVIEW: \$400.00 FEE (EACH OCCURRENCE) **PAID?** YES: _____ DATE: _____

APPROVED: _____ NOT APPROVED: _____ APPROVED WITH CONDITIONS, AS FOLLOWS:

DEPARTMENT OF PARKS AND RECREATION:

TOWN ARBORIST REVIEW:

APPROVED: _____ NOT APPROVED: _____ APPROVED WITH CONDITIONS, AS FOLLOWS:

DEPARTMENT OF PUBLIC WORKS:

WATERWORKS FACILITY REVIEW:

APPROVED: _____ NOT APPROVED: _____ APPROVED WITH CONDITIONS, AS FOLLOWS:

AS-BUILT PLAN REVIEW:

APPROVED: _____ NOT APPROVED: _____ APPROVED WITH CONDITIONS, AS FOLLOWS:

RECOMMEND TEMPORARY BOND: YES: _____ NO: _____ AMOUNT: _____

APPROVED BY: _____
DIRECTOR OF PUBLIC WORKS DATE