

## Application for Zoning Certificate of Occupancy

You must include a check made out to the City of Winooski with your completed application.

### Type of ZCO you are applying for:

**Regular ZCO**

\$115.00 (\$100.00 + \$15.00 recording fee, non-refundable)

**Temporary ZCO**

\$115.00 (\$100.00 + \$15.00 recording fee, non-refundable)

**Rushed ZCO (less than 5 days given)**

\$165.00 (\$150.00 + \$15.00 recording fee, non-refundable)

Municipal zoning files will be reviewed and a compliance memo will be issued stating whether or not an alleged violation or complaint exists at the property address listed. The document will be recorded in the Winooski land records. Processing will be delayed for incomplete applications.

**Property Address** \_\_\_\_\_ **Closing Date** \_\_\_\_\_

**Residential**                      **# of units** \_\_\_\_\_                      **# of bedrooms** \_\_\_\_\_

**Non-residential**                      **Use** \_\_\_\_\_                      **Year Acquired** \_\_\_\_\_

**Printed Name of Owner** \_\_\_\_\_

**Printed Name of Agent** \_\_\_\_\_

**Mailing Address** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Email Address** \_\_\_\_\_

**Owner/Agent Signature** \_\_\_\_\_ **Date** \_\_\_\_\_



**For Office Use Only**

**Date Received** \_\_\_\_\_ **Parcel Code** \_\_\_\_\_ **Fee Paid \$** \_\_\_\_\_

**Zoning CO Delivered for Recording** \_\_\_\_\_

**Temporary ZCO will expire on** \_\_\_\_\_ **to provide the applicant time to complete the following improvements:**

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**Application denied. Refer to Street File**

**Zoning Administrator Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

