

**CITY OF WESTOVER**  
**BUILDING INSPECTIONS DEPARTMENT**

500 Dupont Road  
Westover, Wv 26501  
{304} 296-6860

**APPLICATION FOR CERTIFICATE OF OCCUPANCY**

PERMIT NO#: _____
FEE: _____

Name as it is to appear on Certificate: \_\_\_\_\_

DBA [Doing Business As; \_\_\_\_\_

Type of business: \_\_\_\_\_

Address of Business: \_\_\_\_\_

Owners Name: \_\_\_\_\_

Address of Owner: \_\_\_\_\_

Type of Building: \_\_\_\_\_ Residential \_\_\_\_\_ Commercial \_\_\_\_\_

Date: \_\_\_\_\_ Map: \_\_\_\_\_ Parcel: \_\_\_\_\_

I \_\_\_\_\_ [owner/authorized agent] Certify that the above information is true, and that if I use said building contrary to that information, then I understand that I am in violation of Zoning Ordinance of the City of Westover and subject to the penalties set forth in section 1301.10

1. THE BUILDING CANNOT BE OCCUPIED UNTIL A CERTIFICATE OF OCCUPANCY HAS BEEN OBTAINED.

2. Rough grading around the building or dwelling must be completed.

3. All parking and landscape requirements must be fulfilled as per City Code Enforcement Office.

4. The building site, including streets, sidewalks or alleys, public or private, are to be kept clean of mud, debris, water, trash, etc., are to be replaced in as good as, or better than, their formal condition.

5. Building is to be completed in entirety.

BY AFFIXING MY SIGNATURE BELOW I HEREBY AGREE TO AND UNDERSTAND THE AFOREMENTIONED REQUIREMENTS

\_\_\_\_\_  
OWNER/AUTHORIZED AGENT

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PHONE NUMBER