

## TOWN OF MIDDLEBURY

### CHECKLIST FOR CERTIFICATE OF OCCUPANCY

Pursuant to section A of 29-265 of the Connecticut State Building Code, I  
\_\_\_\_\_ am applying for a Certificate of Use/Occupancy for  
building permit # \_\_\_\_\_ located at \_\_\_\_\_.

#### THE FOLLOWING ITEMS ARE ON FILE BUT ADDITIONAL DOCUMENTS MAY BE REQUIRED:

1. Final As Built By Surveyor \_\_\_\_\_
2. Zoning Compliance \_\_\_\_\_
3. Driveway Permit \_\_\_\_\_
4. Driveway Apron Complete \_\_\_\_\_
5. Water Drilling Permit (if applicable) \_\_\_\_\_
6. Water Pump Permit (if applicable) \_\_\_\_\_
7. Well Completion Report (if applicable) \_\_\_\_\_
8. Water Analysis – VOC required (if applicable) \_\_\_\_\_
9. WPCA Approval \_\_\_\_\_
10. Septic Permit (if applicable) \_\_\_\_\_
11. Septic As-Built (if applicable) \_\_\_\_\_
12. Permit to Discharge (if applicable) \_\_\_\_\_
13. All related MEP permits paid for \_\_\_\_\_
14. Security Permit (if applicable) \_\_\_\_\_
15. Duct leakage test (if applicable) \_\_\_\_\_
16. Concrete Supplier & Contractor \_\_\_\_\_
17. Blower Door Test \_\_\_\_\_
18. Adjustment Fee Paid Value for Added  
Items to Existing permit \_\_\_\_\_
19. Final Inspection \_\_\_\_\_
20. Engineer Signoffs/Documentation Submitted \_\_\_\_\_
21. C.O. Issued \_\_\_\_\_