

**APPLICATION FOR ZONING AND OCCUPANCY PERMIT**

The undersigned hereby make application to \_\_\_\_\_

as specified herein and does agree that the provisions of the Zoning Code will be complied with.

Location of property: \_\_\_\_\_

Date: \_\_\_\_\_ Zoned: \_\_\_\_\_

There is attached hereto and made a part hereof two (2) copies of a layout or plot plan drawn to scale showing all property boundary lines, buildings, thereon and location of the proposed improvement. It is understood and agreed by the applicant that any error, misstatement, or misrepresentation in this application, including the attached layout or plot plan, which might or would operation to cause a refusal of this application or any material deviation, shall constitute grounds for revocation.

Date: \_\_\_\_\_  
By: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

The above application is **approved/denied** this \_\_\_\_\_ day of \_\_\_\_\_, 2020  
\_\_\_\_\_  
\_\_\_\_\_

**ZONING ADMINISTRATION OFFICE**

Upon completion of this improvement, the Zoning Administrative Officer must be notified, so that an occupancy permit may be issued. The approval of this application or the issuance of a building permit does not authorize occupancy of the premises until an occupancy permit is issued

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**OCCUPANCY CERTIFICATE**

**CITY OF MCMECHEN, WEST VIRGINIA**

Department of the Building Inspector

This certifies that the structure located at \_\_\_\_\_ zoned as \_\_\_\_\_ known as \_\_\_\_\_ may be occupied as in accordance with the provisions of the Building and Zoning Code of the City of McMechen as herein specified.

**DATE ISSUED:** \_\_\_\_\_

\_\_\_\_\_  
**Department of Building Inspection**