

Nutter Fort
Application for
Use & Occupancy

1415 Buckhannon Pike, Nutter Fort, WV 26301
Phone: 304-622-7713 · Fax: 304-623-0288
Email: office@townofnutterfort.com

This form is to be submitted for all new businesses/residential units that will maintain a physical location within the Town of Nutter Fort. It is also required for each existing business that will move or expand to a new location within the Town. You will not be permitted to conduct business until occupancy request is approved by the Code Official. Please complete form and return with business license application.

Date of Application: _____

- Commercial \$50.00/unit
 Residential \$50.00/unit

OCCUPANT/BUSINESS NAME: _____
PROPERTY OWNER'S NAME: _____
CONTACT PERSON: _____
TELEPHONE: _____ CELL: _____
LOCATION: _____, Nutter Fort, WV
MAILING ADDRESS: _____
PROPOSED USE: _____

COMMERCIAL

SQUARE FOOTAGE OF BUSINESS STRUCTURE: _____
NUMBER OF OFF STREET PARKING SPACES AVAILABLE: _____

The above is application ONLY for use and occupancy. In accordance with Town Ordinance 1705.09(d) "If, upon inspection, the property is found to conform to the requirements of this article and /or the State Building Code, the Building Inspector shall issue a certificate of use and occupancy within (10) days."

SIGNATURE: _____
DATE: _____

FOR OFFICIAL USE ONLY:

Number of units: _____
Amount: \$ _____ Date Paid: _____
Check # _____ or Cash _____

Date requested for inspection: _____

Comments:

