

# City of Essex Junction, VT - Certification of Zoning Compliance

## Administrative Determination

Property Address: \_\_\_\_\_

Record Owners: \_\_\_\_\_ Owner Email: \_\_\_\_\_

Requested by: \_\_\_\_\_

Closing date: \_\_\_\_\_ Send Completed form to: \_\_\_\_\_

Fax or email: \_\_\_\_\_

**Notes: 1. Zoning was first adopted in Essex Junction on August 20, 1963.**

**2. Certificates of Occupancy were first required in the City on December 4, 1985**

**3. Processing Fee (per current Development Fee Schedule):**

*\$50 – Certificate of Zoning Compliance / Administrative Determination*

*\$100 – Expedited (requested processing within 1 week of complete application; subject to staff availability)*

## To be completed by Zoning Administrator:

I hereby certify as follows regarding the above referenced property:

1. Zoning permit(s) was issued on: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. A Certificate of Occupancy was issued on: \_\_\_\_\_  
Date

3. The property appears to generally comply with all other applicable zoning regulations.

4. Based on a review of available municipal records, I am not aware of any documented, unresolved zoning violations relating to the above-referenced property.

5. This determination is based solely on information contained in the municipal records of the Community Development Department and does not constitute a warranty or guarantee of compliance.

Comments: \_\_\_\_\_

\_\_\_\_\_  
Signature of Authorized Zoning Staff

\_\_\_\_\_  
Date

Received on:
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Fee Submitted:
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