



# CERTIFICATE OF OCCUPANCY APPLICATION

# \$40

## I. Applicant, Owner and Project Information

**\*\*\*Project Address:**

<b>APPLICANT Name:</b>	Email:
Primary Contact #:	Secondary Contact #:
<b>BUSINESS Name:</b>	Email:
Primary Contact #:	Secondary Contact #:
<b>LAND OWNER Name:</b>	Email:
Primary Contact #:	Secondary Contact #:

**Type of Business:**

## II. Applicant Certification

I certify that I have provided the information on this application (other than information in the "gray boxes") and that I have reviewed ALL of the information on this form (including the information in the "gray boxes"). I further certify that the information I have provided is true and correct to the best of my knowledge and that I have read and understand the laws of West Baton Rouge Parish as related to the development of my property (including, but not limited to Zoning and Site Development regulations). I am aware that any false or misleading information on this form, or any violation of Parish property development laws could result in legal action taken against me or others by West Baton Rouge Parish:

\_\_\_\_\_

**Signature** **Print Name** **Date**

**Must submit following items for CO to be issued for NEW Business:**

- Zoning & Site Development Approval from Planning & Zoning Asst. Coordinator
- Plan Review
- Waste Water Approval ( Parish /DHH )
- Final Inspection from State Fire Marshall (225) 925-3650
- Final Inspection form DHH (225) 342-2650
- Proof of Sales Tax & Occupational License from WBR Parish Revenue Dept(225) 336-2408
- Utilities receipt from WBR Parish Water and Gas (225) 336-2406
- Entergy or Pointe Coupee Electric Account Number

# ZONING DESIGNATION (WBR OCPD) FORM #003b)

Name \_\_\_\_\_

Address \_\_\_\_\_

Map & Parcel # \_\_\_\_\_ Zoning District \_\_\_\_\_

Proposed Use(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

By signing here, I certify that the use(s) listed above are true; correct and thoroughly accurate to the best of my knowledge

Signed Applicant \_\_\_\_\_ Date \_\_\_\_\_

The proposed use(s) stated above:

- Is/Are ALLOWED in said zone district
- Is/Are NOT ALLOWED in said zoning district. (*See WBR*

*Code of Ordinances for additional information)*

/s/ Kevin Durbin, Zoning Administrator

By: \_\_\_\_\_  
Community Planning & Development Office

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

(If a **grandfathered-in" legal non-conforming use**, then applicant must read and sign this acknowledgement.")

I certify that the business listed on the form has been in "continual operation" (no cessation of business activity for six or more consecutive months) at the address listed on this form since August 1998 (prior to the adoption of the Parish zoning ordinance). I further certify that I have read Parish Code 111-79 and that I understand that if this business is extended or enlarged,

\_\_\_\_\_  
Signed \_\_\_\_\_

(If a "Home Occupation" please read (the Home Occupation definition and sign statement below);

"I certify that I have read, understand, and intend to comply with the definition of "Home Occupation" as given in Section 26-48 of the West Baton Rouge Parish Code."

Signed: \_\_\_\_\_ Date: \_\_\_\_\_