

At some point in the process, you will also receive a written approval and any resolutions passed by the Planning Board and the ZBA (if the latter board also reviewed your project). Keep these in a safe place, preferably with your final signed maps.

When you are ready for construction and/or structural renovations, and within the codestipulated time frame from the date you were approved by the Planning Board and you filed your maps at the county, you will need to apply for a building permit from the Town of Lloyd Building Department. This department has a schedule of inspections that you will need to adhere to and pass satisfactorily before you can be issued a C.O. (certificate of occupancy). It is necessary to follow this procedure carefully to avoid any future difficulties with code compliance, and with any title searches for sale or refinancing. Obtaining the written C.O. is critical to finalizing the construction phase, and it should be kept in a safe place with the other approval documents and maps that you have obtained throughout this process.

Thank you for choosing to develop your project in the Town of Lloyd. We wish you much success.

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**CHECKLIST FOR BOARD DOCUMENTS REVIEWER:**

1. additional pertinent information from the ZBA
2. additional pertinent information from the building inspector
3. additional pertinent information from code enforcement
4. Comments of the PB's documents reviewer:

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\_\_\_\_\_

5. Results of records search:

- a. history of the site \_\_\_\_\_
- b. referrals:
  - (1) highway \_\_\_\_\_
  - (2) town engineer \_\_\_\_\_
  - (3) environmental planner \_\_\_\_\_
  - (4) recreation \_\_\_\_\_
  - (5) fire department \_\_\_\_\_
  - (6) UCPB \_\_\_\_\_
  - (7) UC public works \_\_\_\_\_
  - (8) NYS DOT \_\_\_\_\_
  - (9) NYS DEC \_\_\_\_\_
  - (10) Water/Sewer \_\_\_\_\_
  - (11) Town Attorney \_\_\_\_\_
  - (12) Other: \_\_\_\_\_

5. Escrow Account Information \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Documents reviewer \_\_\_\_\_ date \_\_\_\_\_