



# Town of Blue River Memorandum

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TO: Mayor Babich & Members of the Board of Trustees

FROM: Town Manager Michelle Eddy

DATE: October 12, 2023

SUBJECT: **Certificate of Occupancy Requirement Changes**

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## **Background**

- A review of the current requirements for issuance of certificates of occupancy were recently conducted by the Planning & Zoning Commission. With the recommendation from the Town Manager, a couple of recommendations for changes have been submitted.

## **Recommended Changes**

- Remove the requirement of 12 tons of road base be added to the roads post construction.
  - It is recognized this requirement may have served a purpose in the past, it is recommended this be removed. It is not desired to have additional, non-conforming road base added to roads which may cause issues in maintenance.
  - Any “road cut” permits issued require roads be brought back into condition. Therefore it is felt this is sufficient.
- Remove the 150% deposit for any unfinished work.
  - The Town does not allow for temporary certificates of occupancy, therefore there should not be any unfinished work prior to CO.
- Add recommendation for “natural seeding” of properties.
  - With the understanding that properties may not be able to apply natural seeding if finished during winter months, it is recommended that consideration of language in the code be added that seeding of land post construction be added.
  - Timing of seeding and types of seed allowed should be evaluated if required. Regulation could be referenced as “recommended or encouraged.”