

Section 719.181 – Certificates of Occupancy

- A. It shall be unlawful to use or permit the use of any land, building, or structure for which a Building Permit is required and to use or permit to be used any building or structure hereafter altered, extended, erected, repaired, or moved until the Building Inspector shall have issued a Certificate of Occupancy stating that the provisions of this Chapter have been complied with.
- B. The Certificate of Occupancy, as required for new construction of or renovations to existing buildings and structures, in the Building Code, shall also constitute Certificates of Occupancy as required by this Chapter.
- C. Certificates of Temporary Occupancy may be issued for a part of a building or structure before the occupation of the entire building or structure, provided that such Certificate of Temporary Occupancy shall not remain in force more than thirty (30) days, nor more than five (5) days after the building or structure is fully completed and ready for occupancy, and provided further, that such portions of the building or structure conform with the provisions of this Chapter.
- D. A record of all Certificates of Occupancy shall be kept in the office of the Building Inspector, and copies thereof shall be furnished upon request to a person or persons having a proprietary or tenancy interest in the property involved.
- E. Accessory buildings or structures to dwellings shall not require a separate Certificate of Occupancy but, instead, may be included in the Certificate of Occupancy for the principal dwelling, building, or structure on the same lot when such accessory buildings or structures are completed at the same time as the principal use.
- F. Certificates of Occupancy shall be applied for in writing to the Building Inspector concurrently with the application for building permits. They shall be issued within five (5) days after notification of completion of the building if it is found that the building or structure or part thereof or the use of the land as per the provisions of this Chapter. If such a Certificate is refused for cause, the applicant shall be notified of such refusal and the reason thereof within five (5) days.