

# NORTH LAS VEGAS BUILDING SAFETY DIVISION

## APPLICATION FOR TEMPORARY CERTIFICATE OF OCCUPANCY

APPLICANT: \_\_\_\_\_ ADDRESS: \_\_\_\_\_  
 OWNER: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_  
 PROJECT ADDRESS: \_\_\_\_\_

PERMIT NO:            Building \_\_\_\_\_            Plumbing \_\_\_\_\_  
                           Electrical \_\_\_\_\_            Mechanical \_\_\_\_\_            Other \_\_\_\_\_

REQUESTED DATE OF OCCUPANCY: \_\_\_\_\_ PROJECT COMPLETION DATE \_\_\_\_\_

AREA(S) REQUESTED FOR OCCUPANCY: \_\_\_\_\_

1. The North Las Vegas Municipal Code, Section 15.72.220 provides for issuance of Temporary Certificate of Occupancy (TCO) to use a portion(s) of a structure prior to completion of the entire structure, if the Building Official finds no substantial hazard will result and the portion(s) comply with the provisions of the technical codes and other applicable status and standards. Prior to the issuance of a TCO or TCO extension, a nonrefundable \$200.00 issuance fee must be paid, along with any inspection fees (@ \$39.00/hr) associated with determining building compliance for temporary occupancy.
2. A TCO is valid for thirty days, unless approved for a thirty-day extension, in which event, it is valid for a total of sixty days. TCO shall not be renewed more than once.
3. The Building Division may suspend or revoke the TCO, if it is determined that the building is in violation of any codes or noncompliance with the TCO provisions agreed upon stated herein. In addition, should work be incomplete at the end of the sixty days' maximum or in violation(s) of any codes, a citation may be issued subject to the provisions and penalties as set forth in the North Las Vegas Municipal Code, Section 1.12.01.
4. Prior to the expiration of the TCO, it is the responsibility of the Owner or Contractor to request required inspections for completion of permitted work. Acceptable final inspections are required by all applicable trades prior to issuance of a Certificate of Occupancy. If uncompleted work cannot be finished during the duration of the TCO, reapplication for an extension is required. The TCO shall not be valid until acceptable inspections are completed and applicable fees paid. Signed certificate will be posted in the occupied area.

**AS OWNER/CONTRACTOR, I FULLY UNDERSTAND AND AGREE TO CONFORM TO THE PROVISIONS OF THIS APPLICATION AND ANY CONDITIONS ASSOCIATED WITH TCO APPROVAL**

(PRINT) NAME: \_\_\_\_\_ PHONE NO. \_\_\_\_\_ DATE \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ TITLE \_\_\_\_\_

<b>O F F I C E  U S E</b>	<u>RECORD STATUS AND SOURCE OF RELEASE</u>												
	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;"><u>PUBLIC WORKS(CS)</u></td> <td style="width: 50%; border-bottom: 1px solid black;"><u>PLANNING</u></td> </tr> <tr> <td style="border-bottom: 1px solid black;"><u>FIRE</u></td> <td style="border-bottom: 1px solid black;"><u>BUILDING</u></td> </tr> <tr> <td style="border-bottom: 1px solid black;"><u>BUSINESS LICENSE</u></td> <td style="border-bottom: 1px solid black;"><u>HEALTH DEPT (WHEN REQUIRED)</u></td> </tr> <tr> <td colspan="2" style="border-bottom: 1px solid black;"><u>BUILDING OFFICIAL</u></td> </tr> <tr> <td style="border-bottom: 1px solid black;"><u>Amount Paid</u> _____</td> <td style="border-bottom: 1px solid black;"><u>Receipt No.</u> _____</td> </tr> <tr> <td colspan="2" style="border-bottom: 1px solid black;"><u>Processed By:</u> _____</td> </tr> </table>	<u>PUBLIC WORKS(CS)</u>	<u>PLANNING</u>	<u>FIRE</u>	<u>BUILDING</u>	<u>BUSINESS LICENSE</u>	<u>HEALTH DEPT (WHEN REQUIRED)</u>	<u>BUILDING OFFICIAL</u>		<u>Amount Paid</u> _____	<u>Receipt No.</u> _____	<u>Processed By:</u> _____	
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**\*\*APPROVAL OF THIS TCO APPLICATION SHOULD NOT BE CONSTRUED AS AUTHORIZATION/APPROVAL OF BUSINESS LICENSE. THIS CERTIFICATE DOES NOT CONSTITUTE USE OF STRUCTURES INVOLVED FOR BUSINESS LICENSE PURPOSE. A SEPARATE LICENSE IS REQUIRED TO OPERATE A BUSINESS.**