

## CHAPTER 8

### CERTIFICATES OF OCCUPANCY

#### SECTION:

- 10-8-1: Certificates of Occupancy Required
- 10-8-2: Non-conforming Uses
- 10-8-3: Application
- 10-8-4: Records
- 10-8-5: Temporary Certificate of Occupancy

**10-8-1: CERTIFICATES OF OCCUPANCY REQUIRED:** Hereinafter no land shall be occupied or used and no land or building shall be used or changed in use until a certificate of occupancy shall have been issued by the Zoning Official, stating that the building, building location and proposed use thereof complies with the provisions of this Title. No certificate of occupancy shall be required for buildings in Industrial "1" Districts.

**10-8-2: NON-CONFORMING USES:** No non-conforming use shall be reinstated, changed, or extended without a certificate of occupancy having first been issued by the Zoning Official.

**10-8-3: APPLICATION:** Certificate of occupancy for a new building or for a reconstructed or altered existing building shall be applied for coincident with the application for a building permit and said certificate shall be issued within five (5) days after the request for same shall have been made in writing to the Zoning Official after the erection or alteration of such building or part thereof shall have been completed, in conformity with the provisions of this Title. There is a fee for a Certificate of Occupancy which shall be as prescribed in the Miscellaneous Permit Fee Schedule (TABLE 11-10-3). (Amended Ord. 1558; 04/07/2015)

**10-8-4: RECORDS:** The Zoning Official shall maintain a record of all certificates on file and copies shall be furnished, on request, to any person having a propriety or tenancy interest in the building affected at the cost established by the Village Board.

**10-8-5: TEMPORARY CERTIFICATE OF OCCUPANCY:** The Zoning Official may issue a temporary certificate of occupancy for any use conforming to the applicable provisions of this Title. Said certificate of occupancy shall not exceed a period of six (6) months, except as otherwise specifically provided herein. Such temporary certificate shall not be constructed in any way to alter the respective rights, duties or obligations of the owners or of the Village relating to the use of occupancy of the premises or any other matter covered by this Title or ordinances. (Ord. 776; 5/12/1971)