



**COUNTY OF NEVADA
COMMUNITY DEVELOPMENT AGENCY
BUILDING DEPARTMENT**

950 MAIDU AVENUE, SUITE 170, P O BOX 599002 NEVADA CITY, CA 95959-7902
(530) 265-1222 FAX (530) 470-2939 www.mynevadacounty.com

**APPLICATION FOR TEMPORARY
CERTIFICATE OF OCCUPANCY**

Applicant: _____ Phone No.: _____ Email: _____
 Owner: _____ Address: _____
 Project Address: _____ APN: _____
 Building Permit Number: _____ Date of Requested Occupancy: _____
 Date of Final Project Completion: _____
 Area (s) Requested
 for Occupancy: _____
 Reason for request: _____

 Identify Work That
 is Not Complete: _____

1. The County of Nevada provides for issuance of Temporary Certificate of Occupancy (TCO) to use a portion or portions of a structure prior to the completion of the entire structure if the Director of Building finds that no substantial hazard will result, and the portion or portions comply with the provisions of the California Codes, Building standards, Laws and Local Ordinances. Prior to the issuance of a TCO, an inspection to determine building compliance for temporary occupancy and a processing fee of **\$156.14 (residential) or \$195.17 (commercial)** must be paid. **A bond shall also be submitted totaling a minimum of \$1 per each square foot of overall building area with a maximum of \$2,000.** Bond funds will be released after final inspection approval upon an active building permit. Refund processing time is approximately two to three weeks.
2. The Building Division may suspend or revoke the TCO if it is determined that the building is in violation of any Nevada County Code or Regulation.
3. A TCO will expire after the date given in the "Valid until" column below. 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, the temporary occupancy bond will be FORFEITED.**
4. The TCO shall not be valid until acceptable inspections are completed, other required departments approvals are given, applicable fees are paid, Certificate is signed by the Director of Building or authorized representative and the Certificate has been 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) _____

(Sign) _____ (Owner/Contractor) _____ (Title) _____ (Date) _____

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| O F F I C E U S E | DEPARTMENT CLEARANCE | | | |
| | Planning Department { } | Environmental Health Dept. { } | Air Quality District { } | |
| | Fire Department { } | Public Works Dept. { } | Other: _____ { } | |
| | Amount Paid: \$ _____ | | Receipt No: _____ | |
| | Bond Amount: \$ _____ | | Processed By: _____ | |
| | Approved By: _____ | | Date: _____ Valid until: _____ | |
| | | | | |
| Approved Final Inspection Date: _____ | | | | |
| Bond Released By: _____ | | Date: _____ | | |