

CERTIFICATE OF USE AND OCCUPANCY REQUEST

Clare County Building Development

Physical Address: 212 S. Broad St., Harrison, MI 48625
Mailing Address: P.O. Box 438, Harrison, MI 48625
Office: 989.539.2761 • Fax: 989.539.3041

"Our goal is to provide a safer place to live, work and play"

INSTRUCTIONS: Copy information from the building permit as appropriate onto this form. If a copy of the building permit is not available, call or visit the Clare County Community Development at (225 W. Main St. Harrison, MI) for a new copy. A Certificate of Use and Occupancy fee of \$5.00 is due upon submission. Submit all materials with fee made payable to the Clare County Building Department. Thank you.

Date of Request: _____ Phone: _____

Applicant of Record: _____ Property Address: _____

Building Permit#: _____ Zone: _____

Permit Approval Date: _____ Tax ID #: _____

Project Description: _____

Mechanical Approval Date: _____ Permit Number: _____

Electrical Approval Date: _____ Permit Number: _____

Plumbing Approval Date: _____ Permit Number: _____

*****HOMEOWNER MUST provide FINAL septic approval from Health Department*****

I hereby affirm that the project located at the above Property Address is in compliance with Michigan Residential Code and/or Michigan Building Code along with all other applicable requirements. All conditions of approval or findings of fact related to the Michigan Residential Code and/or Michigan Building Code above have been met. I understand that the Certificate of Occupancy fee is non-refundable. If County officials find that the project is not in compliance with the Building Permit, then issuance of a Temporary Certificate of Occupancy may be required with payment of the additional fee, or enforcement action may be taken.

Building Permit Applicant (print): _____

Building Permit Applicant Signature: _____



Equal Housing Opportunity
Equal Opportunity Employer



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