Inspection@minotnd.gov
www.minotnd.gov

REQUEST FOR TEMPORARY CERTIFICATE OF OCCUPANCY

City of Minot Code of Ordinances, Section 9-2(a)(13)

(13) Section 111.3 of the IBC is hereby amended to reads as follows:

111.3 Temporary occupancy.
The building official is authorized to issue a temporary certificate of occupancy before the completion of the entire work covered by the permit, provided that such portion or portions shall be occupied safely. The building official shall set a time period during which the temporary certificate of occupancy is valid. The fee for a temporary certificate of occupancy for commercial and residential construction shall be five hundred (500) dollars.

Project Name: _____

Property Address: _____

Permit Number: _____

Requestor Name: _____

Company Name and Address: _____

_____

Phone Number: _____

_____
Signature Date

After this form is submitted, the Building Official will review your request. Once the required site walkthrough has been conducted by the appropriate inspection personnel and their reports have been submitted, you will be notified of the results. Please note that all applicable fees must be paid prior to the site inspection, and payment of these fees does not guarantee the issuance of a Temporary Certificate of Occupancy.

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