

**CHAPTER 1464**  
**Certificates of Occupancy**

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**CROSS REFERENCES**

Conditional zoning permits - see P. & Z. 1220.03  
 Zoning certificates - see P. & Z. 1262.01 et seq., 1280.04  
 Conditional zoning certificates - see P. & Z. 1262.05(f),  
 1276.01  
 Nonconforming uses - see P. & Z. Ch. 1274

**1464.01 CERTIFICATE REQUIRED.**

No vacant land and no building erected, added to or altered shall be occupied or used in whole or in part, nor shall any owner or tenant of any land or building hereafter change the use classification or enlarge the use of any building or any premises, without a certificate of occupancy from the Building and Zoning Inspector issued in accordance with the authority hereinafter provided. However, nothing in this section shall prevent the continuance of the present occupancy or use of any premises or of any existing building.  
 (Ord. 1976-113. Passed 9-4-77.)

**1464.02 CONDITIONS OF ISSUANCE.**

The Building and Zoning Inspector is hereby authorized to issue a certificate of occupancy upon completion of the following conditions:

- (a) All provisions of this chapter have been satisfied.
- (b) The erection, addition or alteration has been completed in accordance with this Building and Housing Code.
- (c) He or she has received a certificate from the Municipal Engineer showing that all street improvements have been installed and that ordinances relating to the needs or occupancy of the property have been complied with.

- (d) He or she has received a certificate from the Summit County Health Department showing that all the requirements of such Department have been complied with.
  - (e) A zoning certificate has been obtained from the Municipality.
  - (f) The premises has been approved by the Fire Department after being inspected by the Fire Department.
- (Ord. 1976-113. Passed 9-14-77; Ord. 2000-68. Passed 6-28-00.)

**1464.03 TIME OF APPLICATION AND ISSUANCE.**

(a) All certificates of occupancy shall be applied for coincidentally with the application for a zoning permit. Such certificates shall be issued within ten days after the provisions of Section 1464.02 have been complied with.

(b) In those instances where zoning permits have been issued prior to the effective date of this section, applications for certificates of occupancy shall be made to the Building and Zoning Inspector prior to occupancy and shall be issued as hereinbefore provided.

(Ord. 1976-113. Passed 9-14-77.)

**1464.04 RECORD AND COPIES.**

The Building and Zoning Inspector shall maintain a record of all certificates of occupancy and a copy thereof shall be furnished upon request to any person having a proprietary or tenancy interest in the building or premises affected.

(Ord. 1976-113. Passed 9-14-77.)

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1464.05 POSTING NOTICE.

The Building and Zoning Inspector shall cause a notice substantially identical to the following to be posted on all premises requiring the issuance of a certificate of occupancy:

NOTICE

Under Section 1464.01 of the Building and Housing Code of the

MUNICIPALITY OF NORTHFIELD

This property may not be occupied or otherwise

used until a CERTIFICATE OF OCCUPANCY has been

issued by the Building and Zoning Inspector.

Any individual, firm or corporation using or occupying these premises without such a certificate will be subject to prosecution.

Building and Zoning Inspector

(Ord. 1976-113. Passed 9-14-77.)

1464.06 FEE.

The fee for the issuance of a certificate of occupancy required by this chapter shall be fifty dollars (\$50.00).

(Ord. 1995-32. Passed 4-12-95.)

1464.99 PENALTY.

Whoever violates any of the provisions of this chapter is guilty of a minor misdemeanor and shall be fined not more than one hundred dollars (\$100.00) for each offense. A separate offense shall be deemed committed each day during or on which a violation occurs or continues.

(Ord. 1976-113. Passed 9-14-77.)