



APPLICATION FOR CERTIFICATE OF OCCUPANCY

CITY OF LANCASTER – BUILDING AND SAFETY
44933 N. FERN AVENUE, LANCASTER, CALIFORNIA 93534
(661) 723-6144

NOTE: No building or structure shall be used or occupied, and no change in the existing occupancy classification of a building or structure or portion thereof shall be made until the building official has issued a certificate of occupancy therefore as provided herein.

Upon completion of the shell of a commercial or industrial building, a "Shell Building" Certificate of Completion shall be issued by the Building Official. An individual Certificate of Occupancy will be issued for each permitted tenant improvement after completion of each tenant improvement.

In order to assure that any applicable law or regulation pertaining to this project has been satisfied, we request you have this form completed by the following noted agencies and returned to the Development Engineering Division office.

A digital submittal on disk, in pdf format, of building and site drawings, structural calculations, reports and T-24 documentation is required prior to issuance of a Certificate of Occupancy.

PLEASE PRINT CLEARLY

Project Address _____ Square Ft. _____

Property Owner's Name _____

Property Owner's Mailing Address _____

Construction Type _____ Zone _____ Occup. Group Division _____ Use of Building _____

Plan Check/Permit No. _____ Tract No. _____ Lot No. _____

City and Agency Clearances

City of Lancaster City Engineering Division (661) 723-6049

Permission is granted to occupy by _____

Engineer _____ Date _____

Infrastructure Inspector (661) 723-6157 _____ Date _____

Infrastructure Engineer _____ Date _____

Permit Technician _____ Date _____

City of Lancaster Department of Planning (661) 723-6100

Permission is granted to occupy by _____ Zone _____ Date _____

City of Lancaster Utility Services Division (661) 945-6802

Permission is granted to occupy by _____ Date _____

Water Purveyor (Los Angeles County Water Works (661) 942-1157 ext. 247 or (661) 940-5457, ext. 247

(Hours: 8:00am to 12 noon, Monday through Thursday))

Permission is granted to occupy by _____ Date _____

County of Los Angeles Fire Department (661) 949-6319

Permission is granted to occupy by _____ Date _____

City of Lancaster Building and Safety (661) 723-5930; Permission is granted to occupy by _____

Digital submittal (pdf) of final building dwgs and docs received _____ Date _____

Building Inspector _____ Date _____

Building Engineer _____ Date _____

Permit Technician _____ Date _____

Other Agency Clearances

County of Los Angeles Health Department (661) 723-4551

Permission is granted to occupy by _____ Date _____

County of Los Angeles Environmental Programs Division (888) 253-2652

Permission is granted to occupy by _____ Date _____

AVAQMD (661) 723-8070

Permission is granted to occupy by _____ Date _____

Following filing of this application with the necessary clearance and approval by the Division of City Engineering of the building, electrical, plumbing, and mechanical systems, and Title 24 Disability Access requirements completion, a Certificate of Occupancy or Certificate of Completion shall be issued.