

CERTIFICATE OF COMPLIANCE PERMIT APPLICATION

Vacant spaces - APPLICATION VOID IN 180 DAYS IF INSPECTIONS & VIOLATIONS NOT COMPLETED

Occupied spaces - APPLICATION VOID IN 60 DAYS IF INSPECTIONS & VIOLATIONS NOT COMPLETED

KNOX BOX REQUIRED BEFORE CERTIFICATE OF COMPLIANCE WILL BE ISSUED PER THE CITY OF WARREN ORDINANCE SEC 13-40

Applicant must correctly fill in all blanks, please type when possible or print legibly with ink.

Input boxes for Vacant, Occupied / Outdoor Storage?, YES, NO, DATE

Name of Business

Address of Building

City Warren STATE MICHIGAN ZIP

Business Phone Number(s)

Parcel I.D.No

Proposed Use of Building or Land?

Existing or Previous Use?

Table with 5 columns: Question, YES, NO, YES, NO. Rows include Fire Suppression, Fire Alarm, Multiple Lease Spaces, Adjacent Tenants, Liquor License, Alterations, Food/Beverage, Square Footage.

NEW BUSINESS OWNER (Person's Name) Phone

Business Owner's Home Address City Zip

I hereby certify that the information given herein is correct and true. (STATE OF MICHIGAN COUNTY OF MACOMB)

Driver License Number Date of Birth Signature of Business Owner

Subscribed and sworn to before me this day of 20

Commission Expires

Notary Public

CURRENT PROPERTY OWNER (Person's Name) Phone

Current Property Owner's Business Name (If Applicable)

Property Owner's Home Address City Zip

I hereby certify that the information given herein is correct and true. (STATE OF MICHIGAN COUNTY OF MACOMB)

Driver License Number Date of Birth Signature of Property Owner

Subscribed and sworn to before me this day of 20

Commission Expires

Notary Public

OFFICE USE ONLY

RESULTS: SEE OTHER SIDE FOR VIOLATIONS

Table with 4 columns: Field, YES, NO, Inspector/Status. Rows include Zoned, MBC Use Group, Suppression Req'd, Fire Alarm Req'd, Fire Separation, Inspection Date.

**CERTIFICATE OF COMPLIANCE APPLICANT:**

The City of Warren, Division of Building and Safety Engineering will soon be making inspection on your property. The purpose of the inspections is to assure the safety of the public, as well as the people who occupy the building. The following requirements must be met for the inspections:

1. Have someone at the inspection site that is knowledgeable of the proposed use to walk the inspectors around the building. (9:30 a.m. to 4 p.m.)
2. Have the building clean of all debris so inspectors can see all ceiling, walls, and floor equipment.
3. Have all utilities (water, electric and gas) turned on for inspection.
4. Have a ladder on site so inspectors can see above drop ceilings, and also into attic areas.
5. If the building has roof top equipment, have a ladder on site so inspectors can gain access to roof.
6. If the building has infestation, or rodents, have the property fumigated before the inspections.
7. Have the address visible from the street.
8. Knox Box required before Certificate of Compliance will be issued per the City of Warren Ordinance Section 13-40.
9. Notify the Building Division about any dangerous areas before inspections.
10. If building has fire suppression and/or alarms they must be re-certified prior to inspection.
11. Fire suppression systems must be fully operational and approved prior to Certificate of Occupancy being issued.
12. Alarm systems must be approved prior to Certificate of Compliance being issued.
13. If new fire suppression or alarms are required, alarm inspections must be scheduled through the Chief Electrical Inspector two weeks in advance.
14. If Engineering permit was issued for required site improvements, notify Engineering Division at 586-759-9300 about completion of the project, request final inspection and release of escrow.

If you have further instructions or concerns, contact the Building Division at 586-574-4504, Monday through Friday, from 8:30 a.m. to 5:00 p.m. Thank you for your cooperation.

**DIVISION OF BUILDINGS AND SAFETY ENGINEERING  
PERMIT OR CERTIFICATE OF COMPLIANCE APPLICANTS**

**ACKNOWLEDGMENT OF COMPLIANCE WITH ALL LAWS**

**PERMIT INSPECTIONS - SECTION 22.09**

The holder of any permit for the construction, erection, alteration, repair or moving of any building or structure, or part thereof, shall obtain all inspections required by the Michigan Construction Code and the Warren Code of Ordinances.

It shall be the duty of the holder of every permit to notify the Building Department of the time when such building or structure, or part thereof, will be ready for inspection. Final inspection approval and issuance of 1) a State Construction Code Certificate of Occupancy, and 2) a Certificate of Compliance shall be obtained prior to the use or occupancy of any building or structure, or part thereof, for which a permit has been issued, or which requires the issuance of a permit.

**CHANGE IN OCCUPANT ONLY**

When the occupant of a building, or part thereof, changes, the new occupant shall obtain a Certificate of Compliance prior to occupancy; however, no inspection is required if there has not been any construction, alteration, repair or moving of any building or structure, or part thereof, **and** the building was inspected within the last year.

**ACKNOWLEDGMENT**

I understand and acknowledge that no building or land, or part of any building or land, located in any zoning district, shall be used, altered, constructed or reconstructed except in conformity with all applicable provisions of the State Construction Code, the International Property Maintenance Code, the Warren Code of Ordinances, the Warren Zoning Ordinance, all provisions which apply to the district in which it is located, and all applicable state and federal laws. Further, uses not expressly permitted within a specified zoning district are not permitted uses within that zoning district.  
WCO 4.01 and MCL 125.3207.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Address of Business

\_\_\_\_\_  
Print Name and Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Notary Public Signature, \_\_\_\_\_ County  
My Commission Expires: \_\_\_\_\_