



NOTICE

NOTICE #: 21-03 **NOTICE RELEASE DATE:** 2/22/2021 **CONTACT:** Paul Zielinski: 301-645-0519
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Application for Temporary Certificate of Use & Occupancy for New Residential Structures

All permitted building construction requires a final Certificate of Use & Occupancy prior to the building or structure being used or occupied. A Certificate of Use & Occupancy is issued when all construction is completed, both for the structure and site, and all inspections are approved, all fees have been paid and all other departments and agencies have been released. However, a Temporary Certificate of Use & Occupancy (TCUO) may be requested when majority of construction has been completed with only minor issues remaining such as final grading, permanent stabilization, stormwater management, maintenance of erosion & sediment control and final paving. TCUO's may only be issued when a building/structure may be safely occupied prior to the issuance of a final Certificate of Use & Occupancy. All required structural, electrical, gas, mechanical, plumbing and fire protection systems must be inspected for compliance with all applicable codes.

Prior to issuance of a TCUO, the contractor/builder must complete and sign the application for the TCUO form and present this form to the buyer and have them sign acknowledging that they understand the nature and scope of the of outstanding work to be done completed by the builder. All signatures on the application must be notarized. This application and agreement authorize Charles County Government and/or its agents to perform inspections related to the specified permit until a Permanent Certificate of Use & Occupancy is issued.

Copies of the [required application](#) can be obtained at the Charles County Government Building, Codes, Permits and Inspection Services Division, or by visiting on our Forms at <https://bit.ly/3arndqg>.

Should you have any questions on the application process, please contact the Department of Planning and Growth Management at (301) 645-0692.