



# Memorandum of Policy

## Building Codes

**From:** Mike Metheny

**Date:** March 11, 2019

**Revised:**

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**Subject:** Outstanding Permits on Structures

It is the policy of this jurisdiction that, before applying for permit to remodel, alter or enlarge a building or structure, all other building permits for the address, must have an accepted final inspection, Letter of a Completion or Certificate of Occupancy. The Chief Building Official has the authority to waive this requirement.