



LINN COUNTY PLANNING AND BUILDING DEPARTMENT

Steve Wills, Director

Rick Goff, Building Official

*Room 114, Linn County Courthouse
PO Box 100, Albany, Oregon 97321
Phone 541-967-3816, Fax 541-926-2060*

CERTIFICATES OF OCCUPANCY

The Linn County Planning and Building Department policy regarding Certificates of Occupancy is as follows:

Any residential permits applied for prior to April 1, 2008, will not have a Certificate of Occupancy issued upon completion. The official Linn County record is the inspection card provided at the time of issuance. To be considered final, the inspection card must have signatures on the bottom section titled "Before Occupancy." Please note that there is not a duplicate card retained in the office.

Per ORS 455.055, a single residential Certificate of Occupancy will be issued to the property owner listed on the permit application for residential permits applied for after April 1, 2008. It is the property owner's responsibility to provide a copy of the Certificate to any and all interested parties including lenders, title companies, appraisers, realtors, etc.



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CERTIFICATE OF OCCUPANCY REQUIREMENTS

Per Oregon Administrative Rule 918-480-0140 a Certificate of Occupancy (C of O) is required to be issued for all new residential structures when the structural permit is applied for on or after April 1, 2008. This OAR also specifies that prior to the certificate being issued the general contractor or owner who was issued the structural permit for construction must provide to the building official the contact information and relevant license information for the general contractor, as well as any electrical contractor, mechanical contractor (HVAC), and plumbing contractor that performed work on the residential dwelling or townhouse. A moisture content acknowledgement form and high efficiency interior lighting system acknowledgement form (both attached) must also be completed and submitted.

Please complete the following information:

Building Permit # _____ Name _____

Address/City/State/Zip _____

Description of work _____

GENERAL CONTRACTOR

Name _____

Address _____

City/State _____

Phone _____

CCB License # _____

ELECTRICAL CONTRACTOR

Name _____

Address _____

City/State _____

Phone _____

CCB License # _____

MECHANICAL CONTRACTOR

Name _____

Address _____

City/State _____

Phone _____

CCB License # _____

PLUMBING CONTRACTOR

Name _____

Address _____

City/State _____

Phone _____

CCB License # _____

For questions regarding the Linn County Building Dept. C of O policy please call 541-967-3816.



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HIGH-EFFICIENCY INTERIOR LIGHTING SYSTEMS ACKNOWLEDGEMENT

Permit Number: _____ Jurisdiction: _____

Site Address: _____

Map Number: _____

By my signature below, I certify that a minimum of fifty (50) percent of the permanently installed lighting fixtures in the above mentioned building have been installed with compact or linear fluorescent, or a lighting source that has a minimum efficacy of 40 lumens per input watt. (Oregon Residential Specialty Code N1107.2)¹

Signed: _____ Date: _____
Owner/General Contractor/Authorized Agent

Print
Name: _____

¹ ORSC Section N1107.2. High-efficiency interior lighting systems. A minimum of fifty (50) percent of the permanently installed lighting fixtures shall be installed with compact or linear fluorescent, or a lighting source that has a minimum efficacy of 40 lumens per input watt. Screw-in compact fluorescent lamps comply with this requirement.

The building official shall be notified in writing at the final inspection that a minimum of fifty percent of the permanently installed lighting fixtures are compact or linear fluorescent, or a minimum efficacy of 40 lumens per input watt.



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MOISTURE CONTENT ACKNOWLEDGEMENT FORM

Permit Number: _____ Jurisdiction: _____

Site Address: _____

Map Number: _____

To conform to the 2017 Oregon Residential Specialty Code (ORSC), Section R318.2, I am notifying the building official that I am aware of the moisture content requirement of ORSC Section R318.2 and have taken steps to meet this code requirement. (Section R318.2 is provided for reference.)

Section R318.2 Moisture content. Prior to issuance of the insulation/vapor barrier approval required by R109.1.5.2 of this code:

- (A) All moisture-sensitive wood framing members used in construction shall have a moisture content of not more than 19 percent of the weight of the dry wood framing members.
- (B) The general contractor or the owner who was issued the structural permit shall notify the building official on a division approved form that the contractor or the owner who was issued the structural permit is aware of and has taken steps to meet the requirement in paragraph (A).

It is Linn County Policy that this form needs to be available to the building inspector at the time the framing inspection is requested. Approval of framing will not be granted without it.

Signed: _____ Date: _____
Owner/General Contractor/Authorized Agent

Print
Name: _____