





# Amnesty Certificate of Occupancy Application

Zoning Reviewer: \_\_\_\_\_ Review Date: \_\_\_\_\_

PR#: \_\_\_\_\_

Inspector: \_\_\_\_\_ Approval Date: \_\_\_\_\_

[DevelopmentATX.com](http://DevelopmentATX.com) | Phone: 311 (or 512-974-2000 outside Austin)  
For submittal and fee information, see [austintexas.gov/digitaldevelopment](http://austintexas.gov/digitaldevelopment)

All buildings in Austin have been required to have a Certificate of Occupancy for its current use since 1931. Any building owner, or owner’s agent, may have a Certificate of Occupancy issued for a building which does not have one (except adult-oriented businesses and buildings which were subject to enforcement action on January 1, 1988) by meeting the following conditions:

1. Provide proof that the current building use existed on March 1, 1986 and that no change of use has occurred since March 1, 1986.
2. Provide the required plans or the appropriate form described on the Amnesty Certificate of Occupancy application.
3. Pay a Plan Review fee.
4. Receive confirmation from Zoning Review that the zoning use district of the property allowed this particular building use on March 1, 1986.
5. Provide access to the building for the City’s Building Inspector, Electrical Inspector, and Fire Inspector in order to verify that no life/safety hazards exist or to ensure that any existing life/safety hazards will be corrected through required permits and inspections.
6. Obtain a building permit with other required permits to correct any life/safety hazards.
7. Finalize the permit(s) by passing all required inspections.

If a Certificate of Occupancy is issued under these conditions, the applicant will not be required to meet other City of Austin Land Development Code requirements that do not affect life/safety issues.

To initiate the Amnesty Certificate of Occupancy process, please fill out the application and attach the required submittals. For submittal instructions, please visit [Digital Development](#).