**Section 180.225 Application for Certificate of Occupancy** **or Statement of Completion**

a) A school board wishing to occupy a facility subject to this Part shall make application for a Certificate of Occupancy to the regional superintendent, on a form prescribed by the regional superintendent. A board may request either a general certificate of occupancy, a certificate of partial occupancy, a certificate of occupancy for a temporary facility, or a certificate of occupancy for a mobile facility, as applicable (see Section 180.230). The regional superintendent shall respond to a request for a certificate of occupancy within 20 calendar days after receipt of the request.

b) When the work covered by a building permit for an existing facility is completed and the work has not affected the Certificate of Occupancy, a school district may submit a Statement of Completion in lieu of submitting an application for Certificate of Occupancy.

c) Before signing the Certificate of Occupancy or the Statement of Completion, the regional superintendent shall review any inspection statements and called inspection records, as applicable to the project. Called inspections shall be conducted and records provided by individuals qualified under Section 180.100.

(Source: Amended at 49 Ill. Reg. 1774, effective January 30, 2025)