

	<p>City of Fernley  Building Division  595 Silver Lace Blvd.  Fernley NV. 89408  <b>WWW.CITYOFFERNLEY.ORG</b>  Shawn Keating CBO  Building Official</p>	<p>Building Permits    Building Inspection    Building Plan Review    Disaster Assessment</p>
<b>Building Department Handout</b>		

### **Building - Business Relocations**

**I like to move my business to a different site. What should I look for?** To ensure a new site is compatible with your business plan, you should consult a license professional concerning alteration and modification to make the space adaptable to your business needs.

**How do I know if a space is okay for my business?** Before you enter an agreement for a space, we advised you consult with a register professional to find out how your business and any current space will be altered, repaired renovated or improved to meet your business plan. You should also contact the Planning Department to ensure your business is acceptable at this location with zoning issues. Depending upon the space, a building permit and upgraders may be required to allow the business to be open to the public.

**When is a permit required when I move my business into a new space?** Any change in floor space activities can require a permit; however, you can paint, carpet, flooring, and make minor repairs at a new location to move in. Any alteration to a building may require permits and additional upgrades because of the Change of Occupancy to meet or gain another Certificate of Occupancy.

**What does the term "Change in Use" refer to?** The term "Change in Use" refers to changing the activity of a building or occupancy. For example, Warehouse to Office or Retail to Assembly. A building may have been built with a small office space and a larger warehouse space. A new tenant may want to turn some of the warehouse space into office. This would be considered a change in use.