



Certificate of Occupancy

A Certificate of Occupancy may be obtained at the Building Safety Division the day following the completion of the final inspection, if the conditions listed below have been met.

- A. Stamped and signed Engineer's letters must be on file for the caissons, footings, grade beam or stem wall, void, drain, damp proof and any other letters requested by the inspector due to modifications or repairs.
- B. All required inspections must be signed off on the inspection card.
- C. Landscaping must be installed in accordance with the Development Review Department. A bond certificate may be accepted due to inclement weather. (November-May)
- D. Depending on the project the following approvals may also be required prior to obtaining a Certificate of Occupancy. It is the responsibility of the permit holder to ensure all required approvals have been completed. The building final inspection should not be called in until all other requirements have been satisfied.
 - a. Infrastructure Management
 - b. Fire District
 - c. Tri County Health
 - d. Water & Sanitation