

Certificate of Occupancy Checklist Commercial Structures

Project Name _____

Date _____

✓	Required Documentation	Comments
	Special Inspections Report	
	Electrical Inspection	
	Fire Alarm / Detection Certification	
	Sprinkler Installation Certification	
	Sewage Disposal Approval	
	Water Connection Approval	
	Backflow Prevention Certification	
	As-Built Drawings	
	Civil Engineer's sign-off on Site Plan	
	Planning Director's sign-off on Site Plan	
	Truss Package – stamped	
	Truss Placard	