

## CERTIFICATE OF OCCUPANCY CHECKLIST

MAP & LOT: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

### OUTSIDE APPROVALS:

- \_\_\_\_\_ SEPTIC SYSTEM APPROVAL FOR OPERATION
- \_\_\_\_\_ DRIVEWAY APPROVAL
- \_\_\_\_\_ WATER TEST RESULTS
- \_\_\_\_\_ FIRE DEPT & BURNER INSPECTION

### EXTERIOR:

- \_\_\_\_\_ ALL CONSTRUCTION SIGNS REMOVED
- \_\_\_\_\_ HAND RAILINGS (2 or more steps)
- \_\_\_\_\_ GUARD RAILS (Platform over 30" high)
- \_\_\_\_\_ BALUSTER SPACING (4" Opening max)
- \_\_\_\_\_ GFCI (Front & Rear)
- \_\_\_\_\_ EXTERIOR LIGHTS @ All exterior doors
- \_\_\_\_\_ WELL CASING HEIGHT ABOVE GRADE
- \_\_\_\_\_ FOUNDATION DRAIN OUTLET
- \_\_\_\_\_ EXTERIOR GRADE AROUND HOUSE

### GARAGE:

- \_\_\_\_\_ FIRE SEPARATION (Incl "B" Label self closing door)
- \_\_\_\_\_ RATE OF RISE HEAT DETECTOR (Req'd by Fire Dept)
- \_\_\_\_\_ GFCI OUTLET
- \_\_\_\_\_ STEPS/RAILS

### BASEMENT:

- \_\_\_\_\_ SMOKE DETECTOR (Line Voltage & Battery)
- \_\_\_\_\_ CEILING INSULATION (per Energy Compliance)
- \_\_\_\_\_ ELECTRIC PANEL LABELED
- \_\_\_\_\_ WIRES SECURED OVER PANEL
- \_\_\_\_\_ CLEAR SPACE OVER & IN FRONT OF PANEL
- \_\_\_\_\_ LIGHT OVER PANEL
- \_\_\_\_\_ ARC FAULT BREAKERS FOR BEDROOM OUTLET CIRCUITS
- \_\_\_\_\_ GFCI UTILITY OUTLET
- \_\_\_\_\_ WATER PIPE BONDED
- \_\_\_\_\_ GAS PIPE BONDED
- \_\_\_\_\_ PROPER CLEANOUTS IN DRAIN LINES
- \_\_\_\_\_ COLD AIR RETURNS INSULATED
- \_\_\_\_\_ STAIRS UNIFORM RISE & RUN
- \_\_\_\_\_ STAIR HANDRAIL
- \_\_\_\_\_ PVC SEWER LINE THROUGH WALL PROTECTED
- \_\_\_\_\_ WALL INSULATION (No vapor barrier exposed)
- \_\_\_\_\_ WELL LOCKOUT

### KITCHEN:

- \_\_\_\_\_ GFCI PROTECTED (Two circuits)
- \_\_\_\_\_ WATER TEMPERATURE (110 Min -140 Max)
- \_\_\_\_\_ GARBAGE GRINDER (per Septic Apprvl)

### ATTIC:

- \_\_\_\_\_ ATTIC ACCESS (22"x30" min & readily accessible)
- \_\_\_\_\_ LIGHT WITH SWITCH
- \_\_\_\_\_ RATE OF RISE HEAT DETECTOR (Req'd by Fire Dept)
- \_\_\_\_\_ HEAT DUCTS INSULATED
- \_\_\_\_\_ INSULATION (per Energy Compliance)

### GENERAL:

- \_\_\_\_\_ SMOKE DETECTORS (Each bedroom/Each level)
- \_\_\_\_\_ HANDRAILS (Continuous & Grip size)
- \_\_\_\_\_ BEDROOM WINDOW EGRESS
- \_\_\_\_\_ STAIR RISERS & TREADS (Uniformity)
- \_\_\_\_\_ BALUSTER SPACING (4" Opening max)
- \_\_\_\_\_ LIGHTING IN ALL ROOMS
- \_\_\_\_\_ POLARITY ON OUTLETS
- \_\_\_\_\_ PLUMBING FIXTURE CLEARANCES
- \_\_\_\_\_ BATHROOM OUTLETS (GFCI protect on individual circuit)
- \_\_\_\_\_ LAUNDRY ROOM OUTLET (On individual circuit)

**NOTE:** The above list is a guide to be used for the final inspection of a new house. Although it is comprehensive, it is only a guide and all code related items will be inspected for compliance.

REV. 8/1/2006