

\*\*\*\*\***COMMERCIAL OCCUPANCY PERMIT CHECKLIST**\*\*\*\*\*

LOCATION: \_\_\_\_\_ UNIT: \_\_\_\_\_ MAP: \_\_\_\_\_ LOT: \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_ APPLICANT NAME: \_\_\_\_\_

Any permit to occupy a commercial building requires the following:

1. Final Building Inspection
2. Final Electrical Inspection
3. Final Plumbing Inspection
4. Fire Department Inspection

**Fire Protection**

Automated Sprinkler System Provided: YES -or- NO

Automated Sprinkler System Required: YES -or- NO

*The following information must accompany this form or be on file at the Planning Department:*

A COPY OF THE BUILDING PERMIT INCLUDING ALL SIGNATURES/DATES OF INSPECTIONS

Printed name of Occupant: \_\_\_\_\_ Phone# \_\_\_\_\_

Signature of Occupant: \_\_\_\_\_ Date: \_\_\_\_\_

**OFFICE USE ONLY**

Building Permit # \_\_\_\_\_

Final Inspection Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

Electrical Permit # \_\_\_\_\_

Final Inspection Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

Plumbing Permit # \_\_\_\_\_

Final Inspection Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

Fire Department Final Inspection By: \_\_\_\_\_ Date: \_\_\_\_\_

Planning Director Approval: \_\_\_\_\_ Date: \_\_\_\_\_