

CERTIFICATE OF USE & OCCUPANCY CHECKLIST

U&O INSPECTION CHECK LIST

Name of Business _____ Date _____ U&O # _____

Type of Business _____

Address _____

Owner/Manager/Applicant _____ Telephone # _____

Address _____

A U&O CERTIFICATE CANNOT BE ISSUED UNTIL THE FOLLOWING ITEMS ARE CORRECTED AND COMPLETED

NFPA 101	9.6.1.3	Fire Alarm System; Testing/Maintenance (NICET III or better).	_____
NFPA 101	9.6.2.10.1	Smoke Detector.	_____
NFPA 101	9.11.1	Sprinkler System; Testing/Maintenance (NICET III or better).	_____
NFPA 1	11.7.5	Emergency Generator; Testing/Maintenance.	_____
NFPA 101	9.9	Portable Fire Extinguishers; serviced, tagged, and mounted. Size/Classification #2A-10-BC.	_____
NFPA 101	7.10.1.2	Exit Sign(s) Requirement/function in Normal/Emergency Mode.	_____
NFPA 101	7.10.5.1		
NFPA 101	7.10.5.2.1	Exit Sign(s) with Continuous Illumination.	_____
NFPA 101	7.10.2	Directional Exit Sign(s) Required.	_____
NFPA 101	7.9.1.1	Emergency Lights required/Battery backup required.	_____
NFPA 101	7.9.2.2		
NFPA 101	7.1.10.1	Obstruction to Egress/Mean of Escape.	_____
Sub Title	11-274	Address Display Required.	_____
Zoning	27-253(c)	Site Compliance.	_____
NEC	406	Missing outlet covers.	_____
Zoning	27-596	Permits required for all Sign(s).	_____
Sub Title	11-109	Access to utilities (blocking).	_____

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NFPA 101	8.3.3.7		_____
&		Wire Glass and Fire Door Required.	
NFPA 101	8.3.3.1		_____
NFPA 101	7.2.1.8.1	Self Closing Device/Fire Door Required.	_____
NFPA 101	7.2.1.5.1 &		
NFPA 101	7.2.1.5.2	Locks/Latches.	_____
NFPA 101	7.2.1.5.5.1	“This door remains unlocked” Sign.	_____
NFPA 101	7.2.1.7.1 (.2)	Panic Hardware installation.	_____
NFPA 101	6.1.14.4.1	Separation between occupancies required.	_____
IBC	Table 509	Boiler & furnace rooms-1 hour Fire rated wall or sprinkler head.	_____
NFPA 1	3.3.174	Special Hazard (MSDS Listing required).	_____
NFPA 1	63.3.1.9.5	Securing Compressed Gas Cylinders.	_____
Zoning	27-593	Sign not permitted.	_____
NFPA 1	11.1.5, &		
	11.1.5.6	Extension cords/power strips are for temporary use only.	_____
Sub Title	11-161	Abatement of dangerous conditions.	_____
P.G. Subtitle 9		Electric Permit required for all electrical work. IBC	_____
IBC	Sec. 105.1	Plumbing Permit required for plumbing work. IBC	_____
IBC	Sec. 105.1	Mechanical Permit required for mechanical work. IBC	_____
IBC	Sec. 105.1	Obtain a permit for interior construction. IBC	_____
Zoning	27-253(c)	Remove items not associated with the nature of the business.	_____
Zoning	27-253(a) (1)	Each individual occupant must obtain a separate Use and Occupancy Certificate.	_____
PM	13-233	Property Maintenance - Apartment Rental License	_____
NFPA101	9.2.3	Kitchen suppression system. Health Department inspection	_____
CSD/HD	CSD/HD	Health Department inspection required for ALL food preparation, Sales and storage facilities.	_____
Subtitle 11	MOU 5.2.3	Fire Department inspection required for child/day care, assisted/congregate facilities, schools, institutions,	
	& 11-159	liquor establishments, and all assembly occupancies.	_____

CERTIFICATE OF USE & OCCUPANCY CHECK LIST

NFPA 329 & 30

Subtitle 11 – 259

Underground storage tanks testing and maintenance

Subtitle 4-203

IPMC section 606.1

Elevators and Conveying Systems
Testing & Maintenance Report

COMPLIANCE/REINSPECTION IS REQUIRED WITHIN 30 DAYS.

1st Inspection: _____

Date: _____

2nd Inspection: _____

Date: _____

3rd Inspection: _____

Date: _____

An inspection of the subject property has disclosed the code violations noted. Therefore, a building construction permit with use (CU) permit will be required. When applying for a CU permit, it is required that interior and/or exterior construction plans/drawings be submitted at the time of application for a complete plans review.

This Use and Occupancy Application case number _____ will be voided immediately.

Correction Order Issued & Attached

Issued By

Date

Received By

Date

THE CONTENT IN THIS DOCUMENT IS NOT INCLUSIVE OF ALL CODE REQUIREMENTS AND INSPECTION CRITERIA.

NICET III CERTIFICATION IS REQUIRED FOR ALL SPRINKLER & FIRE ALARM SYSTEMS.