

Franklin County Cooperative Inspection Program

Certificate of Occupancy Requirements

- Phased Approval Document
- Fire Protection
 - Fire Suppression
 - Acceptance letter from Registered Engineer
 - Contractor's Material and Test Certificate for Aboveground Piping
 - Contractor's Material and Test Certificate for Underground Piping
 - Fire Alarm
 - Acceptance letter from Registered Engineer
 - Fire Alarm System Record of Completion
 - As-Built Plans
- HVAC, Lighting, Electric power distribution
 - Letter of completion from Registered Professional
 - Performance acceptance test report from Registered Professional
 - Confirmation from owner that he/she has received as built drawings
 - Confirmation that Registered professional has reviewed drawings for reasonable accuracy
 - Confirmation that Registered professional has approved operations and maintenance manuals.
- Final Sign-offs from Local Authorities
 - Plumbing
 - Wiring
 - Fire Chief
 - Board of Health
 - Building
- Letters of acceptance and substantial completion(where applicable):
 - Architectural
 - Electrical
 - Mechanical
 - Structural
 - Site Civil
 - Contractor