



## REQUEST FOR FINAL INSPECTIONS COMMERCIAL BUILDING PERMITS

This form is to be used by applicants requesting Final Inspections for commercial development projects which are completed. Requests are to be submitted on this form *a minimum of fifteen (15) working days in advance* of the date requested for the Final Building Inspection(s).

**TO BE COMPLETED BY APPLICANT**

Applicant/Developer Name: \_\_\_\_\_

Name of Subdivision: \_\_\_\_\_ Location: \_\_\_\_\_

Lot(s) Requested for Occupancy: \_\_\_\_\_

Addresses Requested for Occupancy: \_\_\_\_\_

Project Owner/Representative: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**APPLICANT ACKNOWLEDGEMENT:** As owner/representative, I hereby accept the below noted determination regarding the certificate of occupancy for the above noted request.

\_\_\_\_\_  
Owner/Representative

\_\_\_\_\_  
Date

**TO BE COMPLETED BY THE CITY**

Department	Signature	Date	Comments/Conditions
Public Works			
Water			
Police			
Fire			
Planning			

**Determination:** Based upon the above response, it has been determined that an Occupancy Certificate(s):

- Will not be issued.*
- Will be issued based upon the approvals/conditions set forth by above. The Building Division will complete a Final Inspection and include all conditions for the Occupancy Certificate(s).*

Authorizing Signature:

\_\_\_\_\_  
Community Development Director

\_\_\_\_\_  
Date