

TEMPORARY CERTIFICATE OF OCCUPANCY AND MODEL USE

ACKNOWLEDGEMENT STATEMENT
 Only the Building Permit Holder is eligible to request a Temporary Certificate of Occupancy

Temporary Certificate of Occupancy

I fully understand that this is a request for a **Temporary Certificate of Occupancy** and will expire after **30 days**, unless otherwise stipulated on the Temp CO.

Please initial after reading each statement.

1. **This agreement will automatically be renewed after the expiration date. Payment is required through eBUILD and fees will be assessed at each expiration period until completion of the project and final certificate of occupancy is issued.**
2. It is my responsibility to request and obtain all required inspections.
3. Occupancy of the structure/building without a certificate of occupancy is a violation of Section 115.1 of the Virginia Uniform Statewide Building Code and the Chesapeake Zoning Ordinance, and I may be subject to criminal prosecution for committing the above noted violations.
4. Any falsification or misrepresentation voids this agreement.
5. **In the event I do not complete the project and this Temporary Certificate of Occupancy expires, I understand and acknowledge responsibility for payment through eBUILD each renewal until completion of the project. ***Failure to pay fees, will revoke the Temporary Certificate of Occupancy.***

Model Use: Valid for 1 Year

1. It is my responsibility to obtain all required inspections and satisfy all City of Chesapeake requirements relative to this project.
2. **See items 4 & 5 above and in the event I do not complete the project and this Temporary Certificate of Occupancy expires, I understand and acknowledge responsibility for payment through eBUILD for another renewal until the completion of the project.**

APPLICANT INFORMATION PLEASE PRINT

Contractor/Permit Holder Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

Signature below indicates acknowledgement and agreement with the terms listed within this document.

Signature: _____ Print Name: _____

Permit Number: _____ Address: _____ Unit/Lot/Suite # _____

Minimum Inspections Required to Qualify for this Agreement

Residential

- All development inspections must be approved, i.e., footing, rough-ins
- Building Final – may be rejected for minor items with inspector’s recommendation for a temporary Certificate of Occupancy (TCO).
- Plumbing Final – same condition as building final.
- Electrical Final
- Gas Final
- Mechanical Final
- Landscape Plan Approval
- Flood Elevation Certificate, if applicable
- Septic Tank/Well approval from Health Dept., if applicable
- Compliance with all Proffers/Stipulations of project
- Grading Inspection – Inspection must be performed but may be recommended for TCO.
- Landscape Inspection – same as Grading Inspection
- Lot Grading Certificate – Required for this agreement unless Grading Inspection results in recommendation for a TCO by inspector.

Commercial, New

- No CO to be issued on a shell permit.
- Building Final – may be rejected but approved for a TCO.
 - Electrical Final – Same as Building.
 - Mechanical Final – Same as Building.
 - Gas Final – NO EXCEPTION.
 - Fire Final – Same as Building.
 - Plumbing Final – Same as Building
 - Backflow Certification
 - Special Inspections Report
 - Landscaping – Same as Building
 - Flood Elevation Certificate
 - As-builts – Same as Building
 - Site Utility Certification
 - Compliance with all Proffers/Stipulations of project

Commercial Build-Outs

- No CO to be issued on Vanilla Box.
- Building Final or Rejected for minor items.
 - Electrical Final
 - Mechanical Final
 - Gas Final
 - Fire Final
 - Plumbing Final – same as Building
 - Backflow Certification
 - Shell Permit meets minimum requirements for Commercial, New.

Shell Permit # _____

Complete Date: _____ Not Complete

Other: (List any other special conditions, stipulations or requirements not listed above.)