



Murray City Building Department  
10 E 4800 S Ste260  
Murray, Utah 84107  
801-270-2431

## Building Permit Closeout Guidance

This list is not intended to be all inclusive, additional documents/requirements may present themselves depending on the project.

### TCO Issuance

- Arc flash calculations for main electrical service gear
- Available fault current label 110.24
- Address sign/building numbers/unit numbers
- FDC/riser room signage
- Stair signage both sides of stair shaft
- Egress map and area of refuge
- Two-way communication operational and approved
- Backup generator commissioning and special inspection report for bolting
- Egress lighting/exit signs approved as complete
- ADA egress components complete/signage/parking installed
- Aerial obstructions mitigated
- Fire extinguishers placed per plan and tagged
- Dampers approved as complete
- CO/NO detection and expulsion systems approved as complete
- Systems interlocks approved as complete
- Finals approved for all areas under TCO for all MEP, fire, building, or other permits
- Phased occupancy plan (if applicable) submitted to project inspector and approved by building inspection division and Murray Fire Department public safety liaison
- All deferred submittals must be satisfied prior to TCO issuance

### Permit Closure

- All of the above state items
- Finals approved for all permits and all areas in scope
- Landscaping complete or bond on file
- Engineering complete or bond on file
- Closeout documents received and approved (instructions found on second page)



**Murray City Building Department**  
10 E 4800 S Ste. 260  
Murray, Utah 84107  
801-270-2431

- All items listed below need to be submitted to the inspector by the final inspection.
  - Test and balance
  - TPO warranty (if applicable)
  - Blower door test results 100% of building 250,000 ft<sup>2</sup> or less conditioned space and 25% units on building larger than 250,000 condition area per IECC 406.9
  - Bac-T test (most remote fixture)
  - Black flow certifications for all devices culinary, landscape, and fire
  - Elevator certification
  - Boiler certification
  - Radio repeater testing and third-party certification as applicable
  - Fire alarm record of completion documents
  - All other relevant documents and test results requested by the project inspector
  - Statement of special inspections

**Certificate of Occupancy**

- All of the above listed items
- Approvals from Planning & Zoning; Fire, Public Works

**MURRAY CITY CORPORATION  
BUILDING INSPECTION DIVISION  
10 E 4800 S – MURRAY, UTAH 84107  
801-270-2431**

**REQUIREMENTS FOR A CERTIFICATE OF OCCUPANCY**

- Occupancy of described structure is not authorized until issuance of a certificate of occupancy
- Required sections of this document must be completed prior to requesting a certificate of occupancy

**NOTE:** Engineering sign off required for any work performed in the public way but not limited to driveways, curb and gutter, drainage systems, public sidewalks, etc.

PERMIT NO.	ADDRESS
------------	---------

REQ ✓	DATE	TCO ✓	CO ✓	INSPECTOR'S COMMENTS	INSPECTOR INITIAL
✓ BUILDING, ELECTRICAL, MECHANICAL & PLUMBING 801-270-2431					
✓ ENGINEERING & SWPP 801-270-2454					
✓ FIRE 801-264-2776					
✓ PLANNING/ZONING 801-270-2426					
✓ SPECIAL INSPECTION					
✓ STRUCTURAL ENGINEER					
✓ TEST & BALANCE REPORT					
✓ CHLORINE BACTERIA REPORT					
✓ NFRC ( <i>National Fenestration Rating Council</i> )					
✓ ELECTRONIC COPY OF AS-BUILT PLANS					
✓ ROOF WARRANTY ( <i>TPO</i> )					
✓ STATE ELEVATOR 801-530-6850					
✓ STATE BOILER 801-530-6850 / 801-530-6874					
✓ Salt Lake County Health Department <i>slcohealth.org</i>					
✓ STATE HEALTH DEPT <i>If Receiving Federal Monies</i>					
✓ DEPT OF AGRICULTURE <i>If receiving Federal monies</i>					
✓ WATER DISTRICT- Joe Goodman or Dean Mair 801-270-2440					
✓ SEWER DISTRICT - Brandon Richards 801-270-2440					

The General Contractor of record is the only person authorized to submit this document to Building Inspection Division. A Certificate of Occupancy or Temporary Certificate of Occupancy will be issued **5 to 10** working days. Please contact Don Steffensen at 801-270-2444 prior to calling for a final inspection.