



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)



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- 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 ft² 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
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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.