

DOCUMENTATION NEEDED FOR *TEMPORARY OR FINAL* USE AND OCCUPANCY

You must have been pre-approved for your zoned Use and Occupancy, prior to seeking use of the building or space. All Items listed below may not be applicable to your specific project. All of the certifications from the engineers/inspectors of record which require the wet seal and/or signature, **must be original documentation for both temporary* and finals. (*) Needed for a temporary use.**

Needed for Temporary* Use or Final Use: (\$150 per floor for temp. use). 60-day max. Renewed at our discretion.

1. ***Architect of Record Temporary or Final Cert.** w/ ADA accessibility certification. Or letter from AR giving another principle permission to inspect on their behalf. (all ADA signage correct) w/ all applicable building permit #'s, copy of permits attached.
2. ***Structural Temporary or Final Cert.** w/ applicable all building permit #'s, copy of permits attached.
3. ***Geotechnical Soils, Concrete, Foundation, Superstructure Temporary or Final Cert.** w/ all applicable building/grading permit #'s, copy of permits attached.
4. ***Mechanical Temporary or Final Cert.** w/ all applicable building permit #'s, copy of permits attached.
5. ***Fire Protection Temporary or Final Cert.** w/ NFPA 13, 24, & 72 forms signed dated by FPE. w/ all applicable building permit #'s copy of permits attached.
6. ***Private Fire Hydrant Flow Test verified.**
7. ***Electrical Temporary or Final Cert.,** original does not need wet seal, need ID #. w/ all building permit #'s, copy of electrical permits attached. (Or Prince George's Co. electrical inspector if applicable).
8. **Civil Engineer** (Structure location, site grading, and landscape certification, **NO EXCEPTIONS ON THEM** for a FINAL USE & OCCUPANCY).
9. ***Prince George's Co. Site Development** inspectors sign off. Traffic lights signed off by county/state. PGCO Site Development inspector may need #7 items also.
10. ***WSSC** final blue sticker on main electrical panel.
11. ***Health Department** OK for use statement or sticker.
12. ***MD State Boiler Inspection** if boilers or hot water heaters are greater than 199,999 BTU's
13. ***MD State Elevator Inspection.** Photo copy of metal plate or sign off report from state.
14. ***Prince George's Co. Property Standards Inspector** / Rental License for multifamily bldgs. 301-883-6168.
15. * Prince George's Co. Fire/EMS Inspector, Fire lane approval.
16. ***Prince George's Co. Building Inspector** (TPIP/CIP) final walk through and approval.

NOTE: Please make sure that all permit addresses are correct and to include a suite number/letter if applicable; or this may delay any finals by the county inspector.