# Broomfield Residential Certificate of Occupancy Checklist

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<th>Requested by:</th>
<th>Cell #:</th>
<th>Closing date:</th>
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**Address _________________________________ Permit # ______________ Model____________ Lot ___ Blk ___**

Submit | Approved
---|---

All C.O. packets shall be submitted with this checklist not less than **7 business days** before the C.O. is needed. Please see the C.O. Policy letter dated **9-7-2021**.

Verify all **Final Inspections** are signed off ___ and the **inspection card** is submitted ___.

Verify **SEF** Paid (and other fees such as Lift Station, Outfall Fee).

**Stamped ILC:** verify setbacks__, easements__, Lot ____, Blk ____, TOF _____, Stamp__, Legal__ compare with approved plot plan.__.

**Stamped Grading Performance Certificate:** direction of flow__, % of slope along property lines__, % drainage swales__, % away from the house__; (4 prop crns__; <.2 chg) ___; 4 house crns__; TOF____; PE stamp__. Affirmative statement that an inspection of the site has been performed and the grading for the lot shown hereon accurately reflects the design of the approved grading performance plan__.

**Grading Non-compliance Statement** is only permitted with severe weather conditions & CBO approval.

Date submitted __________________. Date it expires __________________.

**Slab on Grade Acknowledgment** (required for slab on grade basement floors only) letter signed by buyer (check legibility and recorded, $13.00). Buyer needs to sign this before closing. If the buyer is known, contractor may not sign in lieu of the buyer. Please submit to the Central Records Office.

**Energy:** Prescriptive Option: Insulation certificate ____ &/or Mechanical Compliance checklist ____ &/or UA____ by accredited rater. ACH__. Blower door test (ACH)__. Duct Leakage test__.


**Final Fire Sprinkler approval** __ Inspection signed off by North Metro Fire on the Inspection Record Card__.

**EIFS, One or Two Coat Stucco** Installation Card, ICC ER# ____________.

**Final roof inspection** OR **Final Roof Affidavit** (signed by roofer and general contractor).

Verify 3rd party Special Inspections: Shear wall ____, Lath ____, Drywall ____, Porch post ____, Deck ____, Truss clips ____, Mid Roof ____, Final Roof ____.

Verify water meter installed, meter number ____________________________.

Verify **well and septic system** inspection approved per Health Dept. (720-887-2236 – Britt).

**Double check rough letter checklist** (may have outstanding items at frame inspection).

Stamped **Slab on Grade inspection** - for slab on grade basement floors only.

**Energy:** All Options: HVAC balance report on custom homes and first production model__.

Internal Checklist: Insulation cert__ Final energy report: HERS__ ERI__ EnergyStar__

**Final No Burn Evaluation letter.**

**Anthem Airport** Acknowledgement letter.

**Final DRC Certificate** of Compliance.

**C O APPROVED by:**

**Date:**

*Revised 6-12-2023 BK*