

Checklist for Certificate of Occupancy

Please review the checklist below to verify that your project is ready for C of O.

Please call

208-788-9815 x 2027 or email: yadira.ward@haileycityhall.org with any questions.

	Yes	No	NA	Comments
Notify staff close to CO, minimum of 2 weeks prior.				
HVAC Final Inspection Complete?				
Electrical Inspection Complete?				
Plumbing Inspection Complete?				
Water Inspection Complete?*				
Building Final Inspection Complete?				
Wastewater Inspection Complete?*				
Irrigation Inspection Complete?*				
Backflow test results and copy of state inspection submitted to staff?				
Encroachment Inspection Complete?*				
Approved Plans and Specifications on site?				
House Numbers?				
Site is cleaned, including removal of dumpster and porta-pot.				
Complies with Hailey Outdoor Lighting Ordinance.				
Radon Test results submitted to staff.				
Other (Specify: Landscaping, Conditions of Approval, In-Lieu fees, etc.)				

* City Department Head Approvals