

**CERTIFICATE OF OCCUPANCY CHECKLIST  
FOR COMMERCIAL CONSTRUCTION**

**PROJECT NAME** \_\_\_\_\_

**PROJECT ADDRESS** \_\_\_\_\_

- \_\_\_\_\_ **BUILDING FINAL BY CITY INSPECTOR 770-985-3513**
- \_\_\_\_\_ **GWINNETT COUNTY COMBINED APPROVAL STAMP**
- \_\_\_\_\_ **LANDSCAPE MAINTENANCE BOND**
- \_\_\_\_\_ **LANDSCAPE AND/OR SITE INSPECTION**
- \_\_\_\_\_ **AS-BUILT (FOR FURTHER INFORMATION-SEE ATTACHED)**
- \_\_\_\_\_ **CERTIFICATE OF DEVELOPMENT CONFORMANCE A & B**  
([www.snellville.org/planning&development/dev.permitprocess](http://www.snellville.org/planning&development/dev.permitprocess))
- \_\_\_\_\_ **DIGITAL COPY OF SITE PLAN**

**\*\*\*PLEASE NOTE CITY OF SNELLVILLE DOES NOT ISSUE TEMPORARY C.O.'s.**

received by \_\_\_\_\_ date \_\_\_\_\_  
(please print)

signature \_\_\_\_\_

**THE CERTIFICATION MUST CONTAIN SUFFICIENT DETAIL IN FIELD MEASUREMENTS AND CALCULATIONS TO VERIFY TO ANY INTERESTED PARTY THAT THE CONSTRUCTED FACILITY WILL PERFORM AT LEAST TO THE LEVEL INDICATED IN THE ORIGINAL, APPROVED HYDROLOGICAL STUDY. THIS MUST INCLUDE, AS A MINIMUM, THE FOLLOWING ITEMS:**

- 1) ENGINEERING CERTIFICATE
- 2) DETAILED DIMENSIONS, INCLUDING ELEVATIONS, OF THE OUTLET STRUCTURE
- 3) FIELD RUN POND CONTOURS
- 4) AN “AS-BUILT” HYDROSTUDY SHOWING FACILITY OUTFLOWS AT OR LESS THAN THE ALLOWABLE FLOWS IN THE APPROVED HYDROLOGICAL STUDY