

**CITY OF PEORIA
 CERTIFICATE OF OCCUPANCY
 PERMIT APPLICATION**

9875 N. 85th Avenue
 Peoria, Arizona 85345
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www.peoriaaz.gov

Please Print Clearly

OFFICIAL USE ONLY
Handout 400COFO (rev. 06/08)

Permit Number:

Plan Review Fee:
 (if applicable)

Total Permit Fees:
 (Balance Due)

PROJECT ADDRESS:

SUITE NUMBER:

PROJECT DEVELOPMENT NAME:

BUSINESS NAME:

Submittal Date:

Square Footage:

Valuation:

Construction Type:

Occupancy Type:

Occupant Load:

Tenant Improvement Permit Number:

Shell Building Permit Number:

Shell Building Registrant Design (non-separated, separated, mixed use):

Intended Use of Space:

APPLICANT/CONTACT:

Address:

Phone:

e-mail address:

City:

State:

Zip Code:

BUILDING OWNER:

Address:

Phone:

e-mail address:

City:

State:

Zip Code:

Owner/Applicant _____ Date: _____

(see reverse side for submittal requirements)

C of O Only (NO WORK-TENANT WILL OCCUPY SUITE "AS IS"):

Must obtain approval from Planning & Zoning prior to review

*No C of O Only permits will be issued for tenant suites with warehouse space per Peoria Fire Department requirements.

Two (2) copies of existing floor plan showing the following:

- (a) Spec suite floor plan, OR
 - (b) Existing built out floor plan
- 1) Specify occupancy type/use and occupant load
 - 2) Location of existing high/low drinking fountain or bottled water cooler
 - 3) Location of existing service sink either inside suite or community service sink provided by Landlord
 - 4) Location of existing AZDA compliant restroom(s)
 - 5) Location of existing exit sign(s) and exit door(s)
- No hazardous materials can be stored.
 - Free-standing storage racks exceeding 5'9" in height must obtain a separate permit and same racks exceeding 8' in height must also provide engineering by an Arizona Structural Engineer.
 - Per IMC 403.3.4, Air Balance Report for the suite is required
 - Inspections (2 visits required)
 - Day 1 = #260 – SES Inspection and meter clearance
 - Day 2 = #190 – Final Plumbing
 - #290 – Inspection of exit lights and emergency lights
 - #390 – Present air balance report
 - #590 – ADA and Egress inspection
 - #990 – Final Fire