

CERTIFICATE OF CONTINUED OCCUPANCY GENERAL INSPECTION LIST

To avoid delays, we recommend scheduling CCO inspections two weeks prior to real estate closing or rental occupancies.

- Any electric/fuel burning appliance (e.g. hot water heater, boiler, furnace, HVAC, etc.) shall be in good working order, be free of obvious safety hazards and have proper finalized permits.
- All open permits must be finalized before a CCO will be issued.
- Hot and cold water in kitchens, bathrooms and laundry areas shall operate properly.
- Hot water heaters and boilers with temperature and/or pressure relief valves, the discharge shall be piped to within 6" of the finished floor and cannot be threaded at the end.
- Main electrical service shall be properly secured to the structure with approved cable or pipe straps.
- Electrical outlets and switches shall have proper cover plates.
- Installed GFCI (Ground Fault Circuit Interrupter) outlets and breakers shall be fully functional.
- Electric junction boxes and exposed wiring shall have proper cover plates.
- Electrical panels shall not have uncovered breaker slots and must be readily accessible.
- The use of extension cords to replace permanent wiring is not permitted.
- Incandescent fixtures with open or partially exposed bulbs are not permitted in clothes closets.
- Handrails are required on all stairways and steps with four or more risers.
- Sump pumps must have sturdy covers over the pit and may not discharge into the sanitary sewer system.
- All rooms used as bedrooms within basements, may need properly sized egress windows.
- The property shall conform with all Town zoning and planning ordinances.

This list is provided to assist you in the inspection process and is not meant to be exhaustive. Additional health and safety issues may be raised by the inspector. The above list is a guide that will assist homeowners in identifying deficiencies so they can make any repairs and/or corrections prior to the inspection.