

# **Municipality of Bethel Park, PA**

5100 West Library Ave.

Bethel Park, PA 15102

(412) 831-6800

## **Check-List for Certificate of Occupancy**

*Please provide the following in order to receive a Certificate of Occupancy*

- ☐ “Certificate of Compliance” -Stamped, Signed and Notarized\*  
\* Section 26.5.2 of the Bethel Park Municipal Ordinance states that Certificates of Compliance are only required for buildings containing more than four stories in height or more than 20,000 square feet of combined gross floor area. If this is the case then all inspections shall be performed by a registered architect or licensed engineer who shall certify on a form provided for that purpose, that the building or addition is in accordance with all the provisions of this code.
- ☐ “Special Inspection and Observation Statement” and reports -Stamped and Signed
- ☐ Retaining wall certification - Stamped and Signed
- ☐ Elevator approval from PA L & I
- ☐ Final Electrical approval from approved 3<sup>rd</sup> party agency
- ☐ Final Plumbing approval from ACPD
- ☐ Fire Alarm and Fire Protection testing/reports (i.e.: monitor function, fire department connections, kitchen exhaust hood suppression, hydrostatic)
- ☐ Fire Safety & Evacuation Plans ( [F]1001.4 )\*  
\* Fire safety and evacuation plans shall be provided for all occupancies and buildings where required by the International Fire Code. Such fire safety and evacuation plans shall comply with the applicable provisions of sections 401.2 and 404 of the IFC
- ☐ Energy Code compliance certificate
- ☐ Full Compliance with Uniform Construction Code
- ☐ “As-Built” site plan (used to compare with the “approved” site plan)
- ☐ Approved Occupancy from Allegheny County Health Dept. / Housing & Community Environment under 28Pa. Code 51.5 (Health Care Facilities)
- ☐ Approval from Allegheny County Health Dept., Food Safety Division (Restaurants / Food Service)