

**BUILDING DEPARTMENT**  
**SUMPTER TOWNSHIP**  
**23480 Sumpter Road**  
**Belleville, Michigan 48111**  
**(734) 461-6201**

Requirements for Certificate of Occupancy

This is a partial list of the most common items required for C of O. This may not be all-inclusive. Other items may be required due to design or method of building.

1. Electrical, Plumbing, Mechanical, and Building Inspectors must conduct and approve their final inspections.
2. The following items must be completed for C of O:
  - ✓ One coat of paint on drywall
  - ✓ Trim on doors in privacy areas (bedrooms and bathrooms)
  - ✓ Safety glazing installed
  - ✓ Finished stairs installed, handrails and guardrails completed
  - ✓ Finished grade sloped away from house at 1 inch per foot for 10 feet.
  - ✓ Finished floors in wet areas (bathrooms, kitchen, laundry)
  - ✓ One finished bathroom
  - ✓ Functional kitchen
  - ✓ Gutters and downspouts
  - ✓ Smoke detectors operational and interconnected on all levels
  - ✓ Weather tight exterior
  - ✓ Sump pump discharge
  - ✓ Front entrance complete (porch, steps and walk)
  - ✓ Attached garage drywall complete
  - ✓ Door walls where decks are to be built later are to be secured or guardrail installed
  - ✓ Gas pressure test letter submitted by the contractor (when applicable)
  - ✓ Sewer inspection (when applicable)
  - ✓ Final inspection by Health Department for septic system installation
  - ✓ Laundry hookups complete

The Building Official may grant a Temporary C of O for 30 days when correction of minor items only is necessary. Additional inspection fees may apply.