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Common Items Needed for Residential Temporary Certificate of Occupancy (TCO)

JUNEAU PERMIT CENTER, 4TH Floor Marine View Center, 230 South Franklin Street

A Temporary Certificate of Occupancy (TCO) may be issued for all or portions of a structure when construction items are left to fully complete the project. Call the building inspection request line, 586-1703, to initiate Building, Zoning, Engineering and Fire inspections and approvals for the TCO. Inspections for compliance with building codes, grading/drainage, water/sewer, and similar type issues will be performed. A bond may be required for some types of unfinished work.

The following is a list of the most commonly missing items needed to obtain a TCO for a single family or duplex dwelling. The TCO inspection may reveal other items specific to your project. This list is to be used only as a guide.

1. **Address numbers** must be installed, high contrast and visible from the road. If more than one house shares a driveway, address numbers may be required both at road and on house.
2. **Electrical boxes and panels must be** safed-off (terminate wires and cover all electrical boxes), complete bonding and grounding to all areas and label all panel circuits.
3. **GFI outlets** to be operational in all areas required per NEC (garage, bathrooms, kitchen, exterior, jetted tubs.)
4. **Closet light**, if present, is to be installed per NEC. (See handout, available at web site, for details.)
5. **Exterior lights** at each exterior door.
6. **Smoke detectors** must all be operational where required. Generally in bedrooms or other rooms that could be used for sleeping. "Other rooms" include but are not limited to dens, offices, studies, and hobby rooms. Detectors are also required in areas outside bedrooms and at least one on each floor level. New buildings or additions, hard-wired/interconnected with battery backup; remodels can be battery only.
7. **Kitchen sink** must be functional (a sink in the kitchen with hot and cold running water and connected drain. Hot water to be greater than or equal to 110 F).
8. **Toilet room** (at least one) must have operational toilet and sink, and a shower or tub must be available in the unit. The anti-scald valve required on showers and tubs must be set to be less than 120°F.
9. **Sewer lines/pipes** must be capped or connected to fixtures.
10. **Pressure relief valves** for boilers and hot water tanks; drains to be located 6" to 12" above finished floor.
11. **Chimneys** to be complete per mechanical code or chimney/appliance specifications.
12. **Gas, oil, and wood appliances** safely installed including tanks, chimneys, installation in relation to floors, clearances, combustion air, etc. Have installation specifications at site.
13. **Heating system** or built-in heaters must be capable of maintaining 68 F in each habitable room 3ft from floor and 2 ft. from exterior walls without use of solid fuel such as wood, pellets, etc.
14. **Exits**, as required, must be complete with respect to number of exits, lighting, handrails and guardrails, and stairs with equal riser heights to grade including entry decks and stoops.
15. **Egress windows** or doors to the outside are required in bedrooms or other rooms that could be used for sleeping. "Other rooms" include but are not limited to dens, offices, studies, and hobby rooms.
16. **Guardrails, stairs and handrails** at all locations must be complete or safed off.
17. **Safety glass** must be in place in doors, within 2' of doors, where bottom edge of window is less than 18" from floor, in glazed railings, and in tub/shower area doors, enclosures and walls where <5' above drain.
18. **Garage-to-house firewall** separation to be complete (sheet-rock, fire-taped and 1 3/8" solid wood or 20-minute rated door, or metal-clad door with self-closer. HRV flexible ducts in a garage need fire dampers at common wall or ceiling to house.)
19. **Bedrooms** cannot have doors or windows to garages. Bedrooms and bathrooms must not have doors opening into confined spaces which contain oil or gas-burning appliances unless appliances are direct-vented. Have manufacturer's specs at site for the inspection.
20. **Sprinkler system**, if required, must be installed, tested and approved.
21. **Fire Apparatus Access Roads**, where required, must be installed.
22. **Carbon Monoxide Detectors** are required on each habitable floor in dwelling if fuel appliance provided or parking adjacent. Detectors can be hard-wired or plug-in versions.