



City of Hialeah Gardens

10001 N.W. 87th Avenue, Hialeah Gardens, FL 33016
Phone (305) 558-4114 Fax (305) 698-7236

The following are the documents required (as applicable) for residential or commercial work in order to file for a certificate of Occupancy (CO) or certificate of Completions (CC) or for additions, a final inspection.

- A. All trade approvals signed on permit card, including fire, or on construction log.
- B. Current final elevation certificate filled out as required.
- C. Final survey with elevations.
- D. Final termite treatment certificate.
- E. Landscape affidavit by architect.
- F. Special inspector reinforced masonry letter (FBC 2122.4)
- G. Special inspector letter for steel connections (FBC218.2 4408.5.2)
- H. Special inspector letter for soil compaction.
- I. Special inspector letter for truss/structural erection/
- J. Insulation certificate for any sprayed-on insulation.
- K. Fire penetration affidavit.
- L. Welder's certification for all welding and bolting.
- M. Third party original inspection reports.
- N. Approved and stamped shop drawings (alum/glass railings for stairs/balcony, HC ramps, awnings, ect).
- O. Fire rated joint affidavit.
- P. Certification of showing installation.
- Q. Elevator certification documents.

Upon completion of the above required documents. Please bring them to the office for review prior to obtaining the C.O / C.C