

**ENVIRONMENTAL ENGINEERING
TEMPORARY CERTIFICATE OF OCCUPANCY REQUEST
(BUYER'S SUBMISSION)**

Complete this document and mail to the below address or FAX directly to 804-768-8629

Chesterfield County
Environmental Engineering
PO Box 40
Chesterfield, VA 23832-0040

Date of Request: _____ Building Permit Number: _____
Address: _____ Closing Date: _____

NOTE: All buyers of record must sign this document

Buyer: _____ Buyer: _____
Signature: _____ Signature: _____

The closing on the above referenced property is scheduled for the date noted. By my/our signature(s) above I/we acknowledge that I/we am/are aware that at the time of closing the final grading and stabilization of this property will not be completed. The builder has committed to completing these deficiencies as soon as conditions permit. I/we am/are aware that the builder has applied for a Temporary Certificate of Occupancy through the Chesterfield County Environmental Engineering Department.

As the future owner(s), I/we also request that Environmental Engineering recommend to the Department of Building Inspection that a Temporary Certificate of Occupancy be issued. I/we acknowledge that I/we in no way hold Chesterfield County responsible to rectify the deficiencies that exist on this building site/lot in its present state.

I/we understand that an all weather access, such as a driveway or sidewalk, is required prior to Environmental Engineering recommending issuance of a Temporary Certificate of Occupancy.

I/we understand that a Temporary Certificate of Occupancy, valid for 90 days from issuance only, will be recommended by this request in conjunction with an accompanying request from the builder. If this request is approved, all of the remaining work on the lot, e.g., final grading, seeding, etc., as required by Environmental Engineering will be completed with the 90-day time frame.