

REQUEST FOR RESIDENTIAL OCCUPANCY



CITY OF MENIFEE BUILDING & SAFETY DEPARTMENT

AFTER ALL FINAL INSPECTIONS HAVE BEEN COMPLETED BY ALL INVOLVED AGENCIES/DEPARTMENTS YOU MUST OBTAIN AUTHORIZED SIGNATURES FROM ALL THE INVOLVED AGENCIES/DEPARTMENTS ON THIS FORM. WHEN THE FORM IS COMPLETED, RETURN IT TO BUILDING & SAFETY DEPARTMENT FOR RELEASE OF UTILITY METERS. ALL SIGNATURES MUST BE ORIGINAL SIGNATURES WITH EXCEPTION OF EMWD.

Permit Number: _____

Tract Name: _____

Tract: _____ Lot: _____

Address: _____

Custom Home: YES () NO () Model Home: YES () NO ()
 Condo/Apt: YES () NO () Tract Repetitive: YES () NO ()
 Mobile/Manufactured Home: YES () NO ()

DEPARTMENT	DATE	APPROVAL SIGNATURE
ENGINEERING		
NPDES/BMP		
PLANNING		
EMWD		By Email
RIVERSIDE COUNTY FIRE		
BUILDING		

- List of required items for Occupancy:
- Engineering-Final Field Inspection Sign Off (including verification of BMP's built per plans/WQMP), payment of all TUMF and RBBB fees, Final Grade Certificate provided
 - Planning-Landscaping Inspection Sign Off (including any open space landscaping adjacent to the subject lot), Inspection sign off from Planning Staff, Payment of DIF and MSHCP Fees, any other prior to final conditions that the tract requires for sign off
 - Riverside County Fire-Final Inspection and Release for Occupancy emailed to the City
 - EMWD-Final Inspection and Release for Occupancy emailed to the City
 - Building-Signatures/approvals from all required departments listed above obtained prior to Final Inspection with the exception of EMWD and BUILDING