



Mechanical Temporary Certificate of Occupancy (TCO) Inspection Checklist Commercial Inspections

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For submittal and fee information, see austintexas.gov/digitaldevelopment

This checklist is provided as a reference tool, and it is not intended to be exhaustive of all possible requirements. Please refer to the latest adopted International Building Code (IBC), International Residential Code (IRC), International Energy Conservation Code (I.E.C.C) Local Amendments to the International Residential Code (IRC-LA), I.E.C.C (IECC-LA), the City of Austin Building Criteria Manual (BCM), the Uniform Plumbing Code (UPC), the City of Austin Land Development Code (LDC), and the National Electric Code (NEC) for code sections listed below.

- IRC, IECC and IBC <https://codes.iccsafe.org/public/collections/I-Codes>
- Local amendments <https://library.municode.com/TX/Austin>
- UPC and UMC <http://www.iapmo.org/>
- NEC <https://www.nfpa.org/>

Please verify the following before scheduling the inspection:

406 Occupancy

- The contractor or person doing the work has reviewed the approved plans and can ensure that the construction being inspected is consistent and ready for inspection.
- Job address is posted in a visible location.
- Contractor has a set of “approved plans,” either electronic or paper, on site.
UMC 104.4.1, 104.4.6, and 302.3.3
- All required mechanical inspections are passed.
- Permanent electrical service and water service are present on site.
- All life safety equipment associated with the mechanical system is installed and operable.
- TCO fee is paid. *UMC 104.5*
- All fire/smoke dampers are installed and operable. *UMC 605.0 (local amendment)*
- For systems 2000cfm or greater, all required automatic shut-offs are installed and operable.
UMC 608 (local amendment)

407 Stocking

- The contractor or person doing the work has reviewed the approved plans and can ensure that the construction being inspected is consistent and ready for inspection.
- Job address is posted in a visible location.
- Contractor has a set of “approved plans,” either electronic or paper, on site.
UMC 104.4.1, 104.4.6, and 302.3.3
- Mechanical rough and vent inspections have been passed.
- TCO fee has been paid. *UMC 104.5*