



Guidelines for Owner Certification of Smoke/Carbon Monoxide Detector Compliance

- The “Owner Certification of Smoke/Carbon Monoxide Detector Compliance” form can be used on permitted projects where detectors are required and the work, such as re-roofing, re-siding, patio covers, swimming pools and the like, is performed on the exterior of the dwelling.
- The completed form must only be signed by the property owner. Forms signed by tenants, contractors, relatives, etc. will not be accepted.
- The owner must legibly print their name and sign in the spaces provided.
- The completed form must be submitted to the inspector by final inspection.
- In the case where the form is the only remaining correction notice item at final inspection, the completed form may be either emailed to the final inspector or submitted, along with a copy of the latest correction notice, to the public permit counter.
- If you wish to have the job card signed off you may bring the card to the public counter as well but this is not required for the completion of the permit process
- Once the completed form is received and attached to the permit in the database the permit will then be finalized by the inspector and the permitting process completed