



Occupancy Application

Florida Building Code 105.1

Any owner or authorized agent who tends to construction, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical, or plumbing systems, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the Building Official and obtain the required permits.

Occupancy permits are for new occupants who will not be making anything other than cosmetic changes.

Business Name: _____

Business Location: _____

Proposed Business Use / type: _____

Previous Business if known: _____

Applicant Name: _____

Daytime Phone: _____ email: _____

Mailing Address: _____

If an alcoholic beverages license is required, please submit complete application

Please answer the following:

Number of employee's _____ Number of drive thru's _____

Number of indoor seats _____ Delivery/take out Y N

Number of outdoor seats _____ Number of beds _____

Number of units _____ Number of fleet vehicles _____

Building / unit square footage _____ **Is the electric turned on?** _____

Inspections must be approved by the Building, Fire, and Utility Departments prior to the issuance of a certificate of occupancy.

The building/unit must have electric in order to complete the inspections.

Re-inspections will be charged \$40.00

If the inspector observes that a construction building permit is required upon inspection, you will be required to obtain a building permit for the construction work. A certificate of occupancy will be issued after that work is completed and approved.