



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 not making anything *other than* cosmetic changes.

Business Name: _____

Business Location: _____

Description of business (use) _____

Applicant Name: _____

Daytime Phone: _____ email: _____

Mailing Address: _____

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

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 _____

B uilding / unit square footage _____ Is the electric turned on? _____

Community Residential Homes / Child Daycare in a residential neighborhood: This application must be accompanied by a State License OR the State application requiring Zoning Approval. The permit will include a fire inspection.

Once the inspection(s) have been approved, you will receive a certificate of occupancy.

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 and the occupancy permit will be cancelled. A certificate of occupancy will be issued when the construction permit has passed the required inspection.