



1000 CITY CENTER CIRCLE PORT ORANGE, FL 32129

Phone: 386-506-5602

www.port-orange.org

Request for Certificate of Occupancy

Please fill out the form below and submit it to the Building Division after final inspection. You will be contacted within 1 business days regarding any problems with this request. If there is nothing else required your certificate will be available for pick up at the reception desk after 3 business days.

Date: _____

Permit #: _____

Location Address: _____

Suite # _____

Requested by
Name: _____

Company: _____

Phone: _____ E-Mail: _____

Requestor's Signature: _____

CO Packet Completed (Partial Substitutions will not be accepted and will have to be resubmitted)

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****You must obtain all required agency approval before Certificates can be issued***

****Requests for Certificates of Occupancy shall not be made prior to receiving approved final inspections.***

****Requests submitted before passing final inspection will not be processed***

RESIDENTIAL MOBILE HOME CO CHECKLIST

(IF LAND IS OWNED)

PERMIT NUMBER _____

ADDRESS _____

FINAL SITE INSPECTION CHECKLIST

REINSPECTION FEES PAID

CITY IMPACT FEES PAID

VOLUSIA COUNTY IMPACT FEES PAID OR -0-
BALANCE DUE

SEALED PORT ORANGE ESV FORM

SEALED CERTIFIED FLOOD PLAIN ELEVATION
CERTIFICATE OF FINISHED CONSTRUCTION

WATER WISE-COUNTY IRRIGATION

NOTICE OF COMMENCEMENT