



City of Holmes Beach Building Department

**FINAL CHECKLIST FOR CERTIFICATE OF OCCUPANCY**

	DATE REC'D	OK	COMMENTS
FINAL ELEVATION CERTIFICATE SIGNED & SEALED WITH COLOR PHOTOS SHOWING VENTS & ADDRESS #'S			
FINAL FULL SCALE AS BUILT SURVEY- SEALED			
MANATEE CO UTILITIY RECEIPT SHOWING WATER METER FEES PAID			
ENGINEER'S SEALED LETTER CERTIFYING DRAINAGE PLAN FOLLOWED			
FIRE IMPACT FEE (BUILT PRIOR TO 1985 & DEMOES OR WAS VACANT LAND)			
ALL INSPECTIONS PASSED ( BLDG, PLUMB, MECH, ELEC, NPDES)			
NUMBER OF BEDROOMS CONFIRMED AND NOTED IN CITIZENSERVE			
NOTORIZED & RECORDED FLOODPLAIN DISCLOSURE STATEMENT & NON CONVERSION AGREEMENT			
FINAL TERMITE CERTIFICATE OF TREATMENT SIGNED BY QUALIFIER			
OTHER			

ADDRESS: \_\_\_\_\_

PERMIT # \_\_\_\_\_

CONTRACTOR \_\_\_\_\_

DATE CERTIFICATE OF OCCUPANCY ISSUED \_\_\_\_\_