



120 Malabar Road, S.E., Palm Bay, FL 32907  
Phone: (321) 953-8924 • Fax: (321) 953-8925

## CERTIFICATE OF OCCUPANCY REQUIREMENTS - RESIDENTIAL

(One and Two Family Dwelling Units)

The following documents are required to be submitted to the Building Division before a Certificate of Occupancy may be issued:

- Driveway approval – contact Public Works at 321-952-3403.
- Copies of soil compaction test results.
- Brevard County impact fee receipt – please call 321-633-2068.
- Copy of insulation certificate – may be obtained from an insulation company.
- Septic and well system approval – contact Environmental Health at 321- 633-2100.
- Water, Sewer and Trash Collection receipt. If using well and septic, only need proof of Trash Collection. Contact Palm Bay Utilities Customer Service Division at 321-952-3420 or e-mail: [utilitycustomerservice@palmbayflorida.org](mailto:utilitycustomerservice@palmbayflorida.org).
- Signed and sealed final boundary survey.
- Certificate of Compliance by licensed pest control company – may be obtained from a termite treatment company.
- Payment of all City of Palm Bay re-inspection fees.

Note: Additional documents may be required upon request by the Building Official.