



CERTIFICATE OF OCCUPANCY REQUIREMENTS FOR ONE AND TWO FAMILY DWELLING UNITS CHECKLIST

Town of Pierson
116 W. 1st Avenue, Pierson, FL 32180
Phone: (386) 749-2661
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Please provide the following at time of application:

- Driveway/sidewalk approval - Need to contact the Pierson Building Division to review requirements for driveway and sidewalk installations in accordance with Ordinances.
- Three (3) copies of the signed and sealed Elevation Certificate and survey.
- Volusia County Impact Fee receipt - Contact Volusia County at (386) 736-5929, Ext. 12097.
- Signed and sealed final boundary survey (survey shall include flood zone and inches above crown of road).
- Certificate of termite compliance (must be obtained from a termite company).
- Septic and well system approval (if not connected to public water or sewer) - Contact State of Florida Department of Health at (386) 274-0692.
- Water and sewer receipt (if not connected to a private well or septic system) - Contact the Town Water/ Utility Department at (386) 749-2661
- Town Building Inspector approval - Contact the Pierson Building Division at (386) 749-2661.
- Payment of all town extra inspections and re-inspection fees.

Note: Should you have questions or require any additional information, **please contact the Pierson Building Division at 386-749-2661.** Additional documents maybe required upon request by the Pierson Building Division.

ALL DOCUMENTS SUBMITTED MUST BE LEGIBLE. FACSIMILE DOCUMENTS MUST HAVE AN ADDRESS OR PERMIT NUMBER ON ALL PAGES WHEN FAXED.