



## North Bay Village

1666 Kennedy Causeway, Suite 101 North Bay Village, FL 33141

Tel: (305) 754-6740 Fax: (305) 754-6740 Website: [www.northbayvillage-fl.gov](http://www.northbayvillage-fl.gov)

**NORTH BAY VILLAGE**  
EST. 1945

### CERTIFICATE OF OCCUPANCY REQUIREMENTS CHECKLIST (CO/TCO)

- CO or TCO Application
- Affidavit of Construction – Contractor
- Affidavit of Acceptance – Architect
- Affidavit of Compliance – Structural
- Affidavit of Fire Penetration – 2 Story Home / All Commercial
- Affidavit of Owner
- Affidavit of Compliance (ADA) Architect – Multifamily / Commercial
- Elevator Form (Miami Dade County) – All Elevators
- Final Inspections (Building Department)
- Final Fire Inspection – All OCC (except single family)
- Final Zoning Inspection
- Insulation Certification
- Threshold Daily Report – Where Special Inspectors Perform Inspections
- Windows & Sliding Glass Door Certification
- Soil Poisoning Certification
- Balcony Rail Inspections – All Balcony and Stairs Railings
- Final Survey & Elevation Certificate
- DERM Final – All OCC (except single family)
- Public Works Final