

**CITY OF WINTER PARK
PLANNING & COMMUNITY DEVELOPMENT
BUILDING & CODE ENFORCEMENT DIVISION**

**CONTRACTOR/PERMIT APPLICANT ACKNOWLEDGMENT
NEW RESIDENCES, ADDITIONS OR MAJOR RENOVATIONS**

1. Prior to the issuance of a certificate of occupancy final inspections must be obtained for all construction trades and the City Engineering Department (phone #: 407-599-3350). **Please call in building as last inspection.**
2. Storm water/rough site grading inspection must be called prior to any landscape or sod installation.
3. A fee shall be charged before the issuance of a temporary certificate of occupancy and the contractor/permit holder is responsible for re-newing the certificate of occupancy or obtaining a permanent certificate of occupancy before the expiration of the temporary certificate of occupancy.
4. All soil erosion protection and interim drainage protection for adjacent properties shall be in place throughout the construction project. Soil erosion shall include the use of turbidity screens, hay bales and other protective measures required to prevent adverse impact on other properties.
5. A Notice of Commencement must be posted on the job at all times.
6. All pre-power requests must be submitted in writing to the City Electrical Inspector for approval.
7. All plan comments or conditions of approval including requirements from Building & Code Enforcement, Planning, Engineering or Utilities must be met prior to dates or other times specified.

I have read and will comply with all items listed above:

_____ Date: _____

Job Address: _____ Permit No.: _____