



CITY OF PANAMA CITY BEACH

Building and Planning Department

CHANGE OF OCCUPANCY PERMIT APPLICATION

Code in effect 8th Edition Florida Building Code (2023),
8th Edition Florida Fire Prevention Code

Property and Owner Information			
Property Address: _____	Suite/Unit: _____	Zip Code: _____	
Parcel ID: _____	Lot #: _____	Block #: _____	Flood Zone: _____
Owner Name: _____	Owner Phone No: _____		
Owner Email: _____			
Owner address: _____	Suite/Unit: _____	State: _____	Zip Code: _____

Occupancy Classification	
Current Occupancy Classification: _____	Occupancy Load: _____ LDC Zoning: _____
Request to Change Occupancy Classification to: _____	
Any structure that has a change of occupancy, will be required to adapt to any and all pertinent building and fire safety codes in relation to that change.	
_____	_____
<i>(Print Applicant Name)</i>	<i>(Applicant Signature)</i>
STATE OF FLORIDA, COUNTY OF _____	Notary Name _____
	Seal
Sworn to (or affirmed) and subscribed before me	
this _____ day of _____ 20 _____,	Personally known <input type="radio"/> or I.D. _____
Comments: _____	

BUILDING DEPARTMENT USE	
<input type="checkbox"/>	Change of Occupancy Classification approved
<input type="checkbox"/>	Change of Occupancy denied per comments: _____
<input type="checkbox"/>	A Temporary Certificate of Occupancy issued until _____
Reviewed by:	
_____	_____
<i>(Building Official Signature)</i>	Date
_____	_____
<i>(Fire Inspector Signature)</i>	Date