



All new construction is issued a Certificate of Occupancy.

A Certificate of Completion may be issued upon request of the permit holder for additions and alterations.

**NOTE TO PERMIT HOLDER**

During construction, the address numbers must be temporarily displayed substantially in compliance with the requirements below. The final numbers must be permanently displayed prior to the final inspection.

All buildings in the unincorporated areas of Putnam County shall have assigned building numbers properly displayed, whether or not mail is delivered to such building or property. It shall be the duty of the owners and occupants of each building in the unincorporated areas to post the assigned building number on the property in the following manner.

The building (address) number shall be affixed to the front of the building (such as a mailbox, post, wall, fence, etc.), in such a manner so as to be clearly visible and legible from the public or private way on which the building fronts.

Numerals shall be Arabic and shall not be less than three inches (3") in height and one-half inch (1/2") in width.

The numerals shall be of a contrasting color to the immediate background of the building or structure to which numerals are affixed.

**New Construction, Additions & Alterations**

- 409 Temporary Pole - Electrical
- 221 Footing
- 226 Stem Wall = over 48" in height
- 314 Plumbing Slab Rough
- 511 Mechanical Slab Rough
- 431 Electrical Slab Rough
- 222 Footing-Monolithic & Slab
- 210 Slab on Grade
- 231 Slab / Wood Floor
- 243 Lintel / Tie Beam / Down Cells
- 258 Wall Sheathing
- 255 Windows / Doors
- 285 Sheathing Only-Roof
- 283 Roof - In Progress (shingles only)
- 344 Plumbing Rough
- 545 Mechanical Rough
- 444 Elec. Rough
- 544 Gas Rough
- 251 Framing
- 259 Ceiling Diaphragm
- 370 Water Service
- 360 Sewer, Municipal
- 264 Insulation, Batt
- 280 Insulation, Blown
- 445 Electrical, TUG / Early Power
- 910 Driveway, Residential
- 599 Mechanical Final
- 591 Gas Final
- 499 Electrical Final
- 399 Plumbing Final
- 298 Roof Final
- 299 Building Final

Please schedule all Rough-ins and Framing inspection for the same day.

**Swimming Pools In-ground & above-ground**

- 423 Pool Steel Bonding
- 320 Pool - Main Drain
- 263 Deck
- 261 Pool Enclosure / Barrier
- 329 Pool Final Plumbing
- 295 Pool, "Above Ground" - Final
- 294 Pool Final

**Mobile Homes**

- 401 Electrical Underground
- 244 Mobile Home Block & Tie Down
- 319 Mobile Home Plumbing
- 599 Mechanical Final
- 499 Electrical Final
- 293 Mobile Home Final

**Electrical**

- 409 Temporary Pole - Electrical
- 403 Electrical - Service Change out
- 401 Electrical, Underground
- 444 Elec. Rough-in
- 445 Early Power
- 499 Electrical Final

**Plumbing**

- 314 Plumbing Slab Rough
- 344 Plumbing Rough
- 370 Water Service
- 360 Sewer, Municipal
- 399 Plumbing Final

**Mechanical / Gas**

- 501 Ground Rough - Gas
- 544 Gas Rough Piping
- 545 Mechanical Rough
- 591 Gas Final
- 599 Mechanical Final

**Roofing**

- 283 Roof - In Progress (shingles only)
- 298 Roof Final

**Misc.**

- 205 Seawall / Bulkhead
- 205 Retaining Wall
- 272 Demo Rope-off
- 292 Demo Final
- 910 Driveway

**Building Department Mission Statement**

Provide the residents, visitors, and businesses of Putnam County with quality community development through proactive management and implementation of the Florida Building Code while providing superior customer service as responsible public employees, in partnership with the community, and in support of the construction industry.