



**The City of Wildwood
Construction Office**
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Jacob M. Spiegel
Construction Official

Certificate of Occupancy Checklist

Property Address: _____ **Unit #:** _____ **Block:** _____ **Lot:** _____
Permit #: _____ **Control #:** _____ **Date:** ____/____/____

- _____ Application for certificate (Form F270)
- _____ Framing checklist (Form F390)
- _____ All inspections passed (Building, electric, plumbing, fire, elevator)
- _____ Top of Block Foundation Survey (Signed & sealed)
- _____ Elevation Certificate (Signed & sealed)
- _____ As Built Survey (Signed & sealed)
- _____ New Home Builders Warranty (State or private)
- _____ Wildwood Water Utility Sign-off
- _____ Final Zoning Inspection and Approval
- _____ Outstanding Fees and/or Penalties Satisfied

Specific Buildings/Properties

- _____ Floodproofing certificate (Commercial properties only)
- _____ DelAtlantic Soil Certificate (Over 5,000sq ft 609-625-3144)
- _____ Pile Log (Signed & sealed)
- _____ Elevator Inspection & Approval
- _____ CMC Health Department Approval (Food establishments 609-465-1000)
- _____ NJ Bureau of Housing Registration (Multiple dwellings)
- _____ Final Site Inspection (City engineer)