

Certificate of Occupancy

The City of New Iberia requires that a certificate of occupancy is received for any building that is erected or modified before occupancy can occur. After requesting a certificate of occupancy, your property will be scheduled for all necessary inspections, including fire, zoning and any incomplete building inspections. Each inspecting department will submit a report to the New Iberia Inspection Department that either ensures compliance with regulations or details the measures necessary for compliance.

Based on these reports, the Inspection Department will either approve your application or report what is out of compliance. If your property initially fails inspection, you can reapply for the certificate of occupancy after meeting the requirements. Upon a satisfactory inspection by all departments, a certificate of occupancy will be issued for the property for a fee of \$75.00. If the property will be used for commercial purposes, you must apply for your business license before the certificate can be released.

In a case of undue hardship, the Inspection Department may issue a temporary or partial certificate of occupancy good for a period to be decided by the Inspectors for any building or structure, provided that they find:

- a) The site development requirements are essentially completed, but due to unavoidable delays they cannot be entirely completed as required in a reasonable time, and
- b) The owner or his agent has provided a performance obligation pledging corrective action on all standards that did not meet compliance.

To apply for a certificate of occupancy, visit the New Iberia Inspection Department at 457 E. Main Street, Room 412 between 7:00 a.m. and 3:30 p.m., Monday through Friday, or call the department at (337) 369-2354.