OFFICE OF THE BUILDING INSPECTOR

10 MAPLE AVE.
NEW CITY, NY 10956/5099
(845) 639-2100

ERIK ASHEIM,
ACTING BUILDING INSPECTOR

STEPHEN UNGERLEIDER,
CHIEF FIRE SAFETY INSPECTOR

CERTIFICATE OF OCCUPANCY APPLICATION UNDER THE TOWN OF CLARKSTOWN BUILDING & ZONING ORDINANCE

Upon written request from the owner, the Building Inspector shall issue a Certificate of Occupancy for any building or premises existing at the time of passage of this ordinance, certifying after inspection, the extent and kind of use made of the building or premises, and whether such use conforms to the provisions of this ordinance.

It shall be unlawful to use or permit the use of any building or premises or part thereof, hereafter created, erected, changed, converted or enlarged wholly or partly, in its use or structure, until a Certificate of Occupancy shall have been issued by the Building Inspector. Such certificate shall show that such building or premises or part thereof and the proposed use thereof are in conformity with the provisions of this ordinance.

I certify that structure as erected complies with the Uniform Code & Energy Code & Zoning Ordinance of the Town of Clarkstown and is in accordance with plans as submitted, and that, prior to the issuance of a certificate of occupancy, the building number has been placed pursuant to Section 110-3.

DATE: _____	**OWNER/APPLICANT SIGNED:** _____
TELEPHONE #: (HOME) _____	
(WORK) _____	**ADDRESS:** _____
BUILDING PERMIT #: _____	_____

TO OBTAIN FROM ASSESSOR'S OFFICE:

(OLD MAP #) -	**(NEW MAP #) -**
MAP: _____	**MAP:** _____
BLOCK: _____	**BLOCK:** _____
LOT: _____	**LOT:** _____

ASSESSOR'S VERIFICATION STAMP IS BELOW:

BUILDING INSPECTOR'S APPROVAL LIST:	**DATE:**	**APPROVED BY:**
A. Application for a Certificate of Occupancy:		
B. Certified Plot Plans & Elevations:		
C: Building Complete per Code including all utilities:		
D: Town Engineer Approval:		
E: General Escrow Agreement:		
F: Topsoil Escrow Agreement:		
G. Underwriters Certificate Number:		
H. Board of Health/Sewer Dept. Final Approval:		
I. Architecture & Landscape Commission Approval:		
J. Site Plan Requirements:		
K. Chapter 143: Occupant Load: **Knox Box: Truss Sign:**		
L. Plumbing – Final		
M. Chapter 110 – Building Number		

Rev: 7/16