

Village of East Hampton
Dept. of Code Enforcement
88 Newtown Lane
East Hampton N.Y. 11937
631-324-4150
www.easthamptonvillage.org

APPLICATION FOR RE-ISSUANCE OF
CERTIFICATE OF OCCUPANCY

DEPARTMENT USE ONLY

FEE: \$250.00

RECEIPT #

TAX MAP NUMBER: _____
DISTRICT SECTION BLOCK LOT

PROPERTY LOCATION: _____
LEGAL STREET ADDRESS

PROPERTY OWNER: _____

MAILING ADDRESS: _____

CONTACT PERSON: _____ PHONE: _____

SURVEY DATE: _____ (PLEASE ATTACH ORIGINAL SURVEY NO MORE THAN 1 YEAR OLD)

NUMBER OF BEDROOM(S): _____ NUMBER OF BATHROOM(S): _____

HABITABLE BASEMENT: ☐ YES ☐ NO

HABITABLE ATTIC: ☐ YES ☐ NO

GARAGE: ☐ ATTACHED ☐ DETACHED

HABITABLE GARAGE: ☐ YES ☐ NO

CHECK ALL THAT ARE APPLICABLE:

☐ WOOD DECK(S)

☐ PATIO/TERRACE(S)

☐ SHED(S)

☐ POOL HOUSE

☐ SWIMMING POOL

☐ SPA/HOT TUB

☐ DOCK

☐ BULKHEAD

OTHER (DESCRIBE) _____

PLEASE CHECK ONE BOX FOR EACH QUESTION BELOW, YES OR NO. DO NOT ADD COMMENTS.

THE STREET NUMBER OF THE HOUSE IS POSTED IN MINIMUM 4" TALL NUMBERS: ☐ YES ☐ NO

THERE IS A SMOKE ALARM INSTALLED IN EVERY ROOM THAT MAY BE USED AS A BEDROOM: ☐ YES ☐ NO

THERE IS A SMOKE ALARM INSTALLED IMMEDIATELY OUTSIDE EVERY BEDROOM¹: ☐ YES ☐ NO

THERE IS A SMOKE ALARM INSTALLED ON EVERY FLOOR OF THE RESIDENCE²: ☐ YES ☐ NO

ALL SMOKE ALARMS ARE EITHER BATTERY-POWERED OR HAVE BATTERY BACKUP: ☐ YES ☐ NO

A CARBON MONOXIDE ALARM IS INSTALLED WITHIN 15' OF ANY SLEEPING ROOM: ☐ YES ☐ NO

A CARBON MONOXIDE ALARM IS INSTALLED ON ANY FLOOR THAT HAS A CARBON MONOXIDE PRODUCING DEVICE: ☐ YES ☐ NO

ALL SMOKE AND CO ALARMS HAVE BEEN TESTED WITHIN THE PAST 30 DAYS AND ARE WORKING: ☐ YES ☐ NO

LOW BATTERY WARNINGS ARE BEING EMITTED BY SMOKE OR CO ALARMS: ☐ YES ☐ NO

IF THE RESIDENCE HAS A CENTRAL STATION ALARM, IS THERE A CURRENT VILLAGE ALARM PERMIT: ☐ YES ☐ NO

IF A SWIMMING POOL OR HOT TUB IS ON THE PROPERTY, PLEASE COMPLETE THE FOLLOWING:

ALL PEDESTRIAN GATES IN POOL ENCLOSURE ARE SELF CLOSING TO LATCH: ☐ YES ☐ NO

ALL POOL GATE LATCHES ARE ON THE POOL SIDE OF THE ENCLOSURE AND HAVE A LOCK: ☐ YES ☐ NO

ALL PEDESTRIAN GATES IN POOL ENCLOSURES SWING AWAY FROM THE POOL: ☐ YES ☐ NO

THERE ARE ALARMS ON DOORS FROM THE RESIDENCE THAT LEAD INTO THE POOL ENCLOSURE: ☐ YES ☐ NO

THE POOL IS EQUIPPED WITH A POOL ALARM (IE WAVE DETECTOR)³: ☐ YES ☐ NO

¹ MULTIPLE BEDROOMS MAY BE PROTECTED BY A SINGLE SMOKE ALARM IN THE HALLWAY, DEPENDING ON THE LOCATION. THIS DOES NOT RELIEVE THE OWNER OF THE REQUIREMENT TO INSTALL A SMOKE ALARM INSIDE EACH ROOM THAT MAY BE USED FOR SLEEPING

² EXCLUDING CRAWL SPACES AND UNFINISHED ATTICS

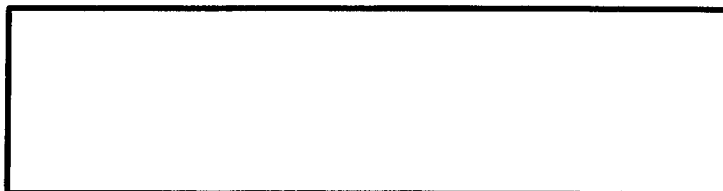
³ POOLS CONSTRUCTED AFTER DECEMBER 1, 2006 MUST HAVE A COMPLIANT POOL ALARM (WAVE DETECTOR)

_____ being duly sworn deposes and says that he/she is duly authorized to make and file this application and that all statements contained in this application are true to the best of his/her knowledge.

SWORN TO ME THIS _____ DAY OF _____ 20____

SIGNATURE OF APPLICANT OR AGENT

SIGNATURE OF NOTARY



Certificate of Occupancy will be picked up by applicant _____

Certificate of Occupancy should be mailed to: _____

Certificate of Occupancy will be picked up by _____ phone# _____