



# Town of Marbletown Building & Safety Office

P.O. Box 217  
Stone Ridge, New York 12484  
1925 Lucas Ave  
Cottkill, New York 12429  
845~687-7500 Ext. 3  
Email: building@marbletown.net

## APPLICATION FOR CONDITIONAL CERTIFICATE OF OCCUPANCY

Property Owners Name: \_\_\_\_\_  
Print Name

Location, 911 Address of Property \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Phone Number \_\_\_\_\_ Cell Phone # \_\_\_\_\_

Section/Block/Lot# \_\_\_\_\_ Building Permit # \_\_\_\_\_

Permit Date: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

I, the owner of the above said property am hereby requesting a **\*CONDITIONAL CERTIFICATE OF OCCUPANCY\*** for the following reason(s):

\_\_\_\_\_ Pending completion of item(s) as listed from the building inspector\*. Non-life safety issues.

\_\_\_\_\_ Other, as listed \_\_\_\_\_

- A Conditional Certificate of Occupancy shall not be issued with any outstanding life, safety issues\*\*

I, the owner of the above said property hereby request a Conditional Certificate of Occupancy for:

(CHECK ONE) \_\_\_\_\_ 3 months\*\* \_\_\_\_\_ 6 months\*\*

\*\*The maximum feasible amount of time may be determined by the Codes Enforcement Officer if the owners request is not substantiated. A \$100.00 non-refundable application fee per request, payable to the Town of Marbletown, is required with the submission of this application.

It is a violation on both the State and Local regulations to live in a residence without a valid Certificate of Occupancy. If convicted of said violation, a \$250.00 fine may be imposed per week, per violation.

Property Owners

Signature \_\_\_\_\_ /Date: \_\_\_\_\_

### OFFICE USE ONLY

Conditional Certificate of Occupancy # \_\_\_\_\_

Date: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Check No. \_\_\_\_\_ Bank: \_\_\_\_\_ Receipt No. \_\_\_\_\_

Entered and Scanned in Municipity \_\_\_\_\_ date/initials \_\_\_\_\_