

BOROUGH OF BLOOMINGDALE

APPLICATION FOR CONTINUED CERTIFICATE OF OCCUPANCY

CHECK ONE BOX

RESIDENTIAL RENTAL () COMMERCIAL RENTAL () COMMERCIAL SALES () COMMERCIAL REFINANCE ()

COMMERCIAL BUSINESS ()

FEE FOR APPLICATION IS \$100.00

FOR APPOINTMENT THE APPLICATION FEE MUST BE PAID THEN MARK LIME, CCO OFFICER WILL CONTACT YOU TO SCHEDULE AN INSPECTION

Property Address: _____

Block number: _____ Lot Number: _____ Move in Date: _____

Name of Property owner: _____

Home Address of Property Owner: _____

Property Owner Phone Number: _____

Full name of New Tenant: _____

New Tenant Home Address: _____

New Tenant Phone Number: _____

Name of Previous Business: _____

Previous Business Use: _____

Name of New Business: _____

New Tenant Email Address: _____

Planned use of Building or space: _____

Days & Hours of Operation: _____

Exterior & Interior Renovations Planned: _____

Exterior Storage Planned: _____

Number of Employees: _____

Parking plan schematic to include ingress, egress, number & size of spaces: Attach if needed

Sidewalk or driveway apron installation and/or repair planned: _____

Realtor Name & contact info: _____

Type of Building:

Single Family___ Two Family__ Multifamily___ Apartment/Condo___ Commercial Building___

This section must be completed by landlord. All items must be completed and must be compliant with Borough regulations.

- Number of bedrooms _____, bedrooms are not permitted in basement areas.
- All exit signs and fire extinguishers are in working order YES () NO ()
- Smoke detectors and carbon monoxide detectors, are in working order YES () NO ()
- Does the building have a fire alarm YES () No ()
- Is the building sprinklered YES () NO ()
- Are there open permits or violations on this property – Yes () No ()
- Contact name and number in case of emergency_____

Signature of Owner or Agent_____

Date_____

Signature of Agent will not exempt owner from responsibility of maintaining rental and information given in this application as true and correct. An inspection will be conducted once scheduled. Occupancy prior to issuance of CCO is not permitted. Any change of tenant must obtain a CCO.