



**VILLAGE OF SAG HARBOR
BUILDING DEPARTMENT**

55 MAIN ST., PO BOX 660
SAG HARBOR, N.Y. 11963
631-725-0224
631-725-4852 FAX
BUILDINGDEPT@SAGHARBOR.NY.GOV

**APPLICATION FOR RE-ISSUANCE OF
CERTIFICATE OF OCCUPANCY**

DEPARTMENT USE ONLY	
FEE: \$100.00	DATE PAID:

TAX MAP NUMBER: _____ - _____ - _____ - _____ PROPERTY LOCATION: _____
DISTRICT SECTION BLOCK LOT LEGAL STREET ADDRESS

PROPERTY OWNER: _____

MAILING ADDRESS: _____

PHONE: _____

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

NUMBER OF BEDROOMS: _____ NUMBER OF BATHROOMS: _____

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 ON ALL FLOORS UPON WHICH PEOPLE SLEEP: YES NO
- A CARBON MONOXIDE ALARM IS INSTALLED ON ALL FLOORS WITH FUEL-BURNING APPLIANCES: 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 A SWIMMING POOL OR HOT TUB WITHOUT LOCKING COVER ARE PRESENT, PLEASE COMPLETE THE FOLLOWING:

- ALL PEDESTRIAN GATES IN POOL ENCLOSURE SELF-CLOSE TO LATCHING: YES NO
- ALL POOL GATE LATCHES ARE ON THE POOL SIDE OF THE ENCLOSURE: 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 BEFORE ME THIS _____ DAY OF _____ 20____

SIGNATURE OF APPLICANT OR AGENT

SIGNATURE OF NOTARY

NOTARY PUBLIC _____ COUNTY

