

Village of Brewster

50 Main Street

Brewster, New York 10509

845-279-3760 Fax 845-278-7653

Permit # _____

APPLICATION FOR TENANT CERTIFICATE OF OCCUPANCY

THE FOLLOWING ITEMS ARE REQUIRED FOR ALL NEW BUSINESS TENANTS IN
THE VILLAGE OF BREWSTER

Requirements of the Brewster Village Building Department:

1. Any and all interior renovations or alterations require a building permit application – application must include layout (seating, chairs, tables, desks, counters, bathrooms, exits, number of stories, basement, attic, customer flow and occupancy load.
2. All electrical alterations, additions modifications require application for electrical inspection.
3. All signs and awnings require a Building Permit.
4. Fire Inspection by the Village of Brewster Code Enforcement Office.
5. Tenant Certificate of Occupancy.

Our Village Code, Section 263 Article XII provides that it shall be unlawful to use any building until a C/O is obtained.

Needed before issuance of Tenant CO:

- * Owners Consent Form
- * A sketch of the proposed final layout of the rented space
- * Building Permits require final inspection by the Code Enforcement Officer.
- * Note: Extension cords are not permitted to be used in place of permanent fixed wiring.

FEE: \$150.00 DATE: _____

TENANT: _____

LOCATION OF PROPERTY: _____

OWNER OF BUILDING: _____

INTENDED USE OF PROPERTY: _____

TAX MAP # ____ - ____ - ____ PHONE# _____

Attach all required items to this application form.

Please be advised that a Certificate of Occupancy must be issued in the name of the TENANT if you are renting property in the Village of Brewster.

C/O # _____

ISSUED: _____