



VILLAGE OF NEW PALTZ
Office of the Fire Inspector
25 PLATTEKILL AVE.
NEW PALTZ, NEW YORK 12561
TELEPHONE: (845) 255-3055
FAX: (845) 255-5103
EMAIL:
BUILDING@VILLAGEOFNEWPALTZ.ORG

OPERATING PERMIT APPLICATION

Date Received: _____

Permit Number: _____

Date Approved: _____

Fee Paid: _____ Initials: _____

For Office Use Only – Do not write above this line

Business/Property Information

Location of Premises (Street Address): _____

SBL: _____ Zoning District: **B-1 B-2 G H NBR F P-B**

Current/Proposed use of premises: _____

Business Name: _____

Business/Operator Information

Operator/Manager Name: _____

Mailing Address: _____

Business Phone: _____ Home: _____ Cell: _____

Email Address: _____

Property Owner Information

Property Owner: _____

Mailing Address: _____

Business Phone: _____ Home: _____ Cell: _____

Email Address: _____

Emergency Contact (must be completed)

Name (other than those listed above): _____

Mailing Address: _____

Business Phone: _____ Home: _____ Cell: _____

Building Information (Optional)

Maximum Occupancy Load: _____ No. of stories: _____

Occupancy Classification: A [], B [], E [], F [], H [], I [], M [], R [], S [], U []

Type of Operation or Activity

_____ Public Assembly with occupant load of 100 persons or more

_____ Manufacturing, Storing, or handling Hazardous Materials

_____ Hazardous Processes & Activities

_____ Pyrotechnic Devices in Public Assembly

_____ Village Code Chapter 86-10(1-5) _____

_____ Other Village Code (dd) , BI Determined Hazardous _____

Conditions of Permit:

This application is made to the Village of New Paltz Building Department pursuant to the Code of the Village of New Paltz Chapter 86, Fire Prevention; for inspection and approval of the described operation or activity, which will conform to all applicable standards. No operation or activity requiring a permit will be performed until an operating permit is received and posted. In applying for, and obtaining an Operating Permit from the Village of New Paltz, the applicant acknowledges that the Village of New Paltz Building Department has the right to enter upon and within the applicant’s premises and to inspect such premises for which permit is issued to determine compliance with all laws, rules and regulations enforced by the Village. The permit is subject to revocation for failure to comply with laws, rules, regulations or specific conditions in effect at the time of inspection. The applicant acknowledges that the failure or refusal to allow required inspections constitutes a violation which may subject the applicant/permit holder to fines and penalties, and may additionally result in the Village of New Paltz securing a judicial order to permit such inspections.

Applicant acknowledges that all operations or activities shall conform to Chapter 86 of the Code of the Village of New Paltz and the New York State Uniform Fire Prevention and Building Code, and to all other local, county, and state laws and regulations. Applicant acknowledges that no permit or renewal of such permit will be issued until all applicable fees are paid and all applications, required reports/licenses and non-conformities are obtained/corrected.

OPERATING PERMIT FEE: \$50.00

FIRE SAFETY/PROPERTY MAINTENANCE FEE: \$50.00 (UP TO 5000SQ FT)

BUILDING DEPARTMENT FILING FEE: \$50.00

TOTAL FEES TO BE COLLECTED: \$150.00

*Base fee includes up to two (2) visits/inspections

There is an overdue passed inspection fee of **\$50.00 per week if not completed and passed by inspection due date.

By signing below, the property owner and business applicant/operator has verified all information in this form is accurate and up to date.

Applicant/Operator Signature: _____ Date: _____

Property Owner Signature: _____ Date: _____