

Department of Public Affairs

CONSTRUCTION OFFICIAL
CODE ENFORCEMENT AND OFFICE OF HOUSING INSPECTION
428-60TH STREET • ROOM 27
WEST NEW YORK, NJ 07093
TEL: (201) 295-5170 • FAX: (201) 295-9597



COSMO A. CIRILLO
COMMISSIONER

THOMAS O'MALLEY
CONSTRUCTION OFFICIAL
ZONING OFFICER

\$250.00 MONEY ORDER/ CASHIER'S CHECK to TOWN OF WEST NEW YORK

COMMERCIAL PROPERTY OWNER CERTIFICATE

Today's Date: _____ Anticipated Closing Date: _____

Property Address: _____ NUMBER OF UNITS: _____

PROPERTY INFORMATION (LLC's Must Include Actual Name of Manager/Principal or application is rejected)

PRESENT OWNER'S NAME: _____

Address: _____

Telephone Number: H: _____ C: _____

Property Currently Used As: _____ Type of Business: _____

Current Business Name (IF MULTIPLE, ATTACH LIST) _____

Type of business: _____

Current signage at the property: Awning _____ Wall Sign _____ Banners _____

Name on signage: _____

PURCHASER'S INFORMATION (LLC's Must Include Actual Name of Manager/Principal or application is rejected)

PURCHASER'S Name: _____

Address: _____ Email: _____

Daytime Phone # of PURCHASER: _____ Cell: _____

By way of my signature, I certify that I am purchasing said property in "as in" condition and will be held liable for any and all outstanding violations that exist at the time of closing.

***APPLICATION MUST CONTAIN ORIGINAL SIGNATURES AND BE NOTARIZED**

Purchaser's Signature

SWORN TO AND SUBSCRIBE TO
ME BEFORE ON THIS ____ DAY
OF _____, 201__

Purchaser's Name (PRINT)

***PLEASE NOTE THAT CERTIFICATE WILL BE AVAILABLE FOR PICK UP WITHIN FIVE
BUSINESS DAYS AFTER THE INSPECTION DATE. PLAN ACCORDINGLY*
THERE IS A \$25.00 REINSPECTION FEE FOR EACH ADDITIONAL INSPECTION**

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OFFICE USE ONLY

Inspection Date: _____ Inspector: _____ Inspection Results: _____

ADDRESS: _____

- _____ ANSUL SYSTEM; operating properly/connected to central station
- _____ BOILERS/FURNANCES; must have one of the following: a full fire rated ceiling or a sprinkler installed on the code water line
- _____ BUILDING INSPECTIONS; all final inspections on any permits have been completed/file closed out
- _____ CARBON MONOXIDE DETECTORS; (residential only)
- _____ EGRESS; free and clear
- _____ EXIT DOORS; free of pad locks/key locks
- _____ EXIT SIGNS; operating properly/illuminated/emergency lighting
- _____ EXTINGUISHERS; are required within ten feet of any kitchen and must be properly mounted and readily accessible
- _____ FLUE PIPES on gas and oil fired appliances must be tightly connected with no leaks
- _____ HANDRAILS; required on all stairs with 3 or more risers (steps plus landing) including exterior stairs
- _____ LOCKS; No keyed locks on any interior doors
- _____ LOW VOLTAGE CENTRALLY MONITORED FIRE ALARM SYSTEM; installed and working properly
- _____ SMOKE DETECTORS; are required on each floor; ONLY exception is if the attic is not readily accessible
- _____ SPRINKLERS; operating properly
- _____ TRASH/RUBBISH; no accumulation inside or outside
- _____ VIOLATIONS-BUILDNG CODE; no outstanding violations
- _____ VIOLATIONS-PROPERTY MAINTENANCE; no outstanding violations
- _____ WINDOWS: operable and no broken or cracked glass

MISCELLANEOUS: _____

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May 19, 2016

Please note that there has been a change in the fee schedule regarding certain NON-UCC applications and all applications have been updated. All previous forms are null and void.

Please submitted updated applications and the correct fee or same will be rejected. Furthermore, if same is not submitted in its **entirety**, and in **original** form, same will be rejected.

Please note that there is a **\$25.00 reinspection fee** for **each** time the inspector needs to re-inspect the property in the case of no entry or failure.

Same became effective Friday, May 20, 2016 nd is done in accordance with Ordinance Nos. 5/16 and 6/16 respectively.

Furthermore, the issuance of the Certificate may take up to five business days or longer. Please plan accordingly.

Thank you and have a nice day!

Sincerely,

WNY Building Department