

Village/Town of Mount Kisco  
Building Department  
Village Hall  
104 Main Street  
Mount Kisco, New York 10549  
(914) 864-0019 FAX (914) 864-1085

**APPLICATION FOR CERTIFICATE OF OCCUPANCY/COMPLIANCE**

Applicant's Name : \_\_\_\_\_  
Applicant's Address: \_\_\_\_\_  
Applicant's Telephone No. \_\_\_\_\_ Fax No.: \_\_\_\_\_

Property Owner's Name & Address (if different): \_\_\_\_\_

Location of Property: \_\_\_\_\_  
Section/Block/Lot(s) \_\_\_\_\_ Zoning District: \_\_\_\_\_  
Building Permit No. \_\_\_\_\_ Date Issued: \_\_\_\_\_  
Proposed Use: \_\_\_\_\_

The following items must accompany this application:

- \_\_\_\_\_ Actual Cost of Improvement: \_\_\_\_\_
- \_\_\_\_\_ Electrical Certificate
- \_\_\_\_\_ Compliance/Test Documents for Fire Alarm, Sprinkler, Elevator Systems, Backflow, etc. (if required)
- \_\_\_\_\_ Professionally Sealed (NYS Licensed) Final Survey and/or "As Built" Drawings (when footprint of building has changed), engineering certifications and test reports (if required)
- \_\_\_\_\_ Copy of Paid Receipt for the Water and Sewer Assessment Fee and other related Municipal Charges (if required) (new construction and additions over three bedrooms)

I hereby swear that all conditions imposed by any municipal board have been met; that said construction complies with all applicable codes and that all information contained herein is true and correct to the best of my knowledge and belief.

\_\_\_\_\_  
Applicant's Signature

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_  
Notary Public, Westchester County: \_\_\_\_\_

**OFFICE USE ONLY**

Fee Amount Paid: \_\_\_\_\_ Received By: \_\_\_\_\_  
Check Number: \_\_\_\_\_ Receipt No. \_\_\_\_\_  
Final Inspection Date/Time \_\_\_\_\_ Approved: \_\_\_\_\_