



# TOWN OF ITHACA

215 N. Tioga Street, Ithaca, N.Y. 14850  
www.town.ithaca.ny.us



CODE ENFORCEMENT - BRUCE W. BATES, DIRECTOR  
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| Application Fee            |                |
|----------------------------|----------------|
| <b>Multiple dwellings:</b> |                |
| 3-5 units                  | \$100/building |
| 6-10 units                 | \$150/building |
| 11 or more units           | \$200/building |
| All other buildings        | \$100/building |

## OPERATING PERMIT APPLICATION RESIDENTIAL or INSTITUTIONAL USE

Date Received: \_\_\_\_\_  
Permit Number: \_\_\_\_\_

### Type of Operating Permit (check all that apply)

- Multiple Residence - 3 or more units     Motel or Hotel     Dormitory
- Health Care Facility – more than 10 people usually sleep (Hospital, Nursing home etc.)
- Daycare Center – Child and/or Adult – as defined by Town of Ithaca Code, Chapter 270

Property Name: \_\_\_\_\_ Tax Parcel #: \_\_\_\_\_  
Property Address: \_\_\_\_\_  
Building Occupancy Class: \_\_\_\_\_ Type of Construction: \_\_\_\_\_ Number of Stories: \_\_\_\_\_

Owner: \_\_\_\_\_ Email: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Manager/Person Responsible: \_\_\_\_\_ Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
EMERGENCY PHONE: \_\_\_\_\_  
*\*\*\*If owner is a corporation, name and addresses of responsible officer must be given.\*\*\**

| Property Name/Street Address | # Units/Beds | Other OP Required* | Fee |
|------------------------------|--------------|--------------------|-----|
|                              |              |                    |     |
|                              |              |                    |     |
|                              |              |                    |     |
|                              |              |                    |     |
|                              |              |                    |     |

\*A separate form is required for each building with (a) manufacturing, storing or handling of hazardous materials in quantities exceeding those listed in tables 2703.1.1(1), (2), (3), and (4) of the Fire Code, (b) hazardous processes and activities such as those that produce combustible dust, fruit and crop ripening, and waste handling, (c) use of pyrotechnic devices in assembly occupancies, (d) buildings with areas of public assembly of 100 or more occupants, (e) other use or occupancy as required by the Code Enforcement Officer.

Signature of Property Owner or Authorized Agent

Date

