



Permit No \_\_\_\_\_  
(Office use only)

Inspection Date: \_\_\_\_\_

re-inspection Date: \_\_\_\_\_  
(office use only)

### RENTAL PROPERTY QUESTIONNAIRE

Please respond Yes or No to the following statements:

YES

NO

1. I have read the attached requirement sheet and have complied with the requirements
2. I reside at the rental premises
3. There have been changes made to the subject premises since the initial inspection, which requires a building permit

**I/We hereby affirm the following to be true:**

- There are no existing Code or New York State Uniform Fire Prevention and Building Code violations at the subject premises.
- There are no existing safety or health violations at the subject premises.
- I/We do not have any knowledge of complaints from tenants or others regarding any existing code, safety or health violations at the subject premises.
- The statements checked on this application, together with the previously submitted floor plan(s) on file are true and accurate for the subject premises.

Rental Address: \_\_\_\_\_ SCTM: \_\_\_\_\_

Term: \_\_\_\_\_

Identify the Type of Dwelling:

FEE Due \$ \_\_\_\_\_

One Family

Two Family: number of rental units: \_\_\_\_\_

Multiple family dwelling: number of rental units: \_\_\_\_\_

Mixed Use: number of rental units: \_\_\_\_\_

Apartment: \_\_\_\_\_

Owner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Sworn before me this \_\_\_\_\_ day of

\_\_\_\_\_ 20\_\_\_\_

The owners of the property and the undersigned agree to conform to all applicable laws of the Village of Lindenhurst and the State of New York.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Signature of Property Owner or Agent

**RENTAL PERMIT OWNER AND TENANT AUTHORIZATION FORM**

I \_\_\_\_\_ of \_\_\_\_\_  
Owner of Record Rental Address

Grant permission to the Village of Lindenhurst Building Inspector to enter my property and dwelling for a Rental Inspection of the premises listed above.

The owner of the property and tenant agree to conform to all applicable laws of the Village of Lindenhurst and the State of New York.

\_\_\_\_\_  
Signature of Property Owner Date

Tenant: \_\_\_\_\_  
Print Signature Date Phone Unit

**As per Lindenhurst Village Code §193-247, the following information must be provided:**

**1. The name, address and telephone number, if any, of the owner of the dwelling unit intended for rental occupancy:**

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Owner Name	Address	Telephone Number
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Owner Name	Address	Telephone Number
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If more space is needed, please attach an additional sheet

**2. The names, ages and relationships, if any, to the owner of the premises of each person presently residing in or occupying such premises intended for rental occupancy:**

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Occupant Name	Age	Relationship
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Occupant Name	Age	Relationship
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Occupant Name	Age	Relationship
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Occupant Name	Age	Relationship
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If more space is needed, please attach an additional sheet

**3. The number of person intended to be accommodated by and to reside in each such rental dwelling unit:**

Rental Unit 1: \_\_\_\_\_ Rental Unit 2: \_\_\_\_\_

Rental Unit 3: \_\_\_\_\_ Rental Unit 4: \_\_\_\_\_

If more space is needed, please attach an additional sheet

**4. The name, address and telephone number, if any, of the managing agent or operator of each such intended rental dwelling unit:**

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Managing Agent/Operator Name	Address	Telephone Number
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Managing Agent/Operator Name	Address	Telephone Number
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If more space is needed, please attach an additional sheet

## RENTAL PERMIT REQUIREMENTS

### Requirements:

1. Smoke detectors are required in each bedroom. Smoke detectors and carbon monoxide detectors are required for any hallway leading to a bedroom no more than fifteen (15) feet from the entrance to a bedroom. One (1) smoke detector and one (1) carbon monoxide detector is required for each level of the dwelling.
2. Outside stoops that are 18" high must have railings.
3. Stairwells must have handrails.
4. If the boiler is in a separate room, ¾ hour fire rated sheetrock is required with a ¾ hour fire rated self-closing door.
5. If the boiler is in an open room 5/8" fire rated sheetrock is required over the boiler only.
6. Driveway must be improved (asphalt, concrete or bituminous surface) and in good repair.
7. No unlicensed motor vehicles(s) on property.
8. No debris or any other material that could be considered debris.
9. Proper storm windows and doors (with screens) must be installed.
10. No cellar bedrooms.
11. Electric outlets must not be exposed. All walls and flooring shall be in sound condition. GFI OUTLETS REQUIRED IN bathrooms and kitchen counter walls
12. Tiles and grouting in bathrooms must be in good repair.
13. Dwelling must have proper heat, hot water, etc.
14. Property must conform to Maintenance code of New York State.
15. Any changes or additions, i.e., awing, dormer, carport, extension, pool, etc. must have a Building Permit and Certificate of Occupancy. The owner will be held responsible for obtaining the proper permits and Certificates of Occupancy.
16. Premises identification: Address numbers, new and existing building shall have approved address numbers, building numbers or approved building identification place in a position to be plainly legible and visible from the street or road fronting the property. These numbers shall be Arabic numerals or alphabet letters. Numbers shall be a minimum of 4 inches (102mm) high with a minimum stroke width of 0.5 inch (12.7 mm).
17. Bedrooms must have a secondary exit (window) as per New York State Fire Code.
18. It is the responsibility of the property owner to renew the rental permit within a thirty (30) day period prior to the permit's expiration date.
19. It is the responsibility of the property owner to schedule an inspection of the rental property
20. Owner/Tenant Authorization Form must be signed by both owner and tenant before inspection can be done