



# TOWN AND VILLAGE OF GREENE CODE ENFORCEMENT OFFICE

Town Hall  
51 Genesee Street P.O Box 129  
Greene, NY 13778  
(607)656-4191 Ext 214



## OPERATING PERMIT APPLICATION

### Applicant Information

Name: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

### Property/Building Information

Property Owner (if different from applicant): \_\_\_\_\_

Property Address: \_\_\_\_\_

Tax Map Number (SBL): \_\_\_\_\_

Zoning District: \_\_\_\_\_

Type of Occupancy (per NYS Building Code): \_\_\_\_\_

### Use of Building or Space

Please describe the nature of the use requiring an Operating Permit:

\_\_\_\_\_  
\_\_\_\_\_

Is this a new use or renewal?  New  Renewal

Is this for a temporary or seasonal event/use?  Yes  No

If yes, specify dates: \_\_\_\_\_ to \_\_\_\_\_

## **Building Details**

Square Footage of Area Covered by the Permit

Construction Type (if known)

Sprinkler System:  Yes  No

Fire Alarm System:  Yes  No

Maximum Occupancy Load (if applicable)

Fuel Source(s):  Electric  Gas  Oil  Other: \_\_\_\_\_

## **Attachments Required**

Floor Plan of the Area

Site Plan/Location Map

Fire Safety Equipment List

Certificate of Insurance

Event Description (if temporary)

Any Other Supporting Documents

## **Types of Operating Permits (per NYS Requirements)**

1. Storage, handling or use of hazardous materials in quantities exceeding those listed in the NYS code.
2. Operations involving combustible dust-producing activities.
3. Use of pyrotechnic devices or open flames in assembly occupancies.
4. Construction activities involving hot work (e.g., welding, cutting).
5. Operation of industrial ovens.
6. Use of a building for assembly (e.g., large gatherings, events).
7. Places of public assembly with an occupant load of 100 persons or more.
8. Buildings that require fire safety and evacuation plans under the NYS code.
9. Temporary structures such as tents and membrane structures.

10. Special events or activities that pose potential hazards to life or property.

**Applicant Certification**

I hereby apply for an Operating Permit and certify that the statements made in this application are true. I understand that all work and use must comply with the NYS Uniform Fire Prevention and Building Code and the local Code of the Town and Village of Greene.

Signature of Applicant: \_\_\_\_\_

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

**OFFICE USE ONLY**

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

Fee Paid: \$\_\_\_\_\_ Receipt #: \_\_\_\_\_

Permit #: \_\_\_\_\_

Approved by: \_\_\_\_\_

Expiration Date: \_\_\_\_\_