



## OCCUPANCY SURCHARGE FORM

- A. The Village of Kronenwetter requires that an occupancy certificate be issued before a new home is occupied. Each property owner shall pay \$1,000 to the Village at issuance of the building permit, of which \$750 shall be refunded. If the Building Inspector must perform more than one occupancy inspection, the Village shall deduct an additional \$250 for each additional occupancy inspection to compensate the Building Inspector for performing more than one occupancy inspection.
- B. Pending the issuance of a regular certificate, a temporary certificate may be issued to be valid for a period not to exceed six months from its date during the completion of any addition or during partial occupancy of the premises. The occupancy certificate shall be issued or written notice shall be given to the applicant stating the reasons why a certificate cannot be issued, not later than 14 days after the Building Inspector is notified, in writing, that the building or premises is ready for occupancy. Upon written request from the owner, the Building Inspector shall issue an occupancy certificate for any building or premises that is existing certifying, after inspection, the extent and kind of use made of the building or premises and whether or not such use conforms to the applicable provisions of this article
- C. Penalty for violation. Any person who occupies a building or addition before an occupancy certificate has been issued for that building or addition shall be fined pursuant to Chapter 1, General Provisions, § 1-2, General penalty, of this Code.

I have read and understand the above application and penalties for an Occupancy Certificate for the Village of Kronenwetter.

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

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

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

Project Address: \_\_\_\_\_

Returned to Applicant: \_\_\_\_\_ Owner \_\_\_\_\_

*For office use:*

Date of Occupancy Certificate:	
Surcharge Return Approved:	Denied:
Authorized by:	