

# Multi-family Occupancy Permit Application Form

The **Multi-family occupancy permit form** sample helps streamline the application process for property owners seeking approval to legally inhabit multi-family residential buildings. This form ensures all safety and zoning regulations are met before occupancy. Utilizing a standardized template simplifies compliance and expedites official review.

## A. Property Information

Property Address	_____
Parcel Number	_____
Number of Units	_____
Zoning District	_____

## B. Owner/Applicant Information

Owner Name	_____
Mailing Address	_____
Phone	_____
Email	_____

## C. Description of Building

Building Type (e.g., duplex, triplex, apartment)	_____
Total Floor Area (sq. ft.)	_____
Year Built	_____
Sprinkler System	<input type="checkbox"/> Yes <input type="checkbox"/> No
Number of Off-Street Parking Spaces	_____

## D. Required Attachments (Check if attached)

- Site plan showing parking and access
- Floor plans of all units
- Proof of compliance with fire and building codes
- Zoning approval documentation
- Other: \_\_\_\_\_

## E. Applicant Certification

I hereby certify that all information provided is true and complete to the best of my knowledge. I understand that incomplete or inaccurate information may delay processing or cause denial of this permit.

Owner/Applicant Signature	_____	Date	_____
---------------------------	-------	------	-------

## For Official Use Only

Received By	_____	Date Received	_____
Permit #	_____	Approval Date	_____
Inspector	_____	Final Approval	<input type="checkbox"/> Yes <input type="checkbox"/> No

This is a sample multi-family occupancy permit application form. Please contact your local building or zoning department for official forms and requirements.