



Hotel / Motel Operational Permit Application

In accordance with the Code of the Town of Brighton and the New York State Fire Prevention and Building Code, an operational permit is required to maintain or operate a Hotel / Motel.

Applicant & Property Information	Make Checks Payable – Town of Brighton		Hotel / Motel Permit - Less than 50 Units - \$250.00 Hotel / Motel Permit - More than 50 Units - \$500.00					
	Business Name							
	Address		Suite	City		State	Zip Code	
	Telephone		Work Telephone		Email Address			
	Property Owner or Mailing Address if different from above							
	Name or DBA							
	Address		Suite	City		State	Zip Code	
	Telephone		Work Telephone					
	Primary Contact							
	Name							
Address				City		State	Zip Code	
Telephone		Mobile Telephone			Work Telephone			
Email Address								
Secondary Contact								
Name								
Address				City		State	Zip Code	
Telephone		Mobile Telephone			Work Telephone			
Email Address								

No Fire Safety Inspection certificate shall be issued or renewed until an official of the Town of Brighton – Office of the Fire Marshal has inspected the property or structure to verify that the proposed or current use and all fire and life safety systems comply with all pertinent codes and ordinances adopted Town of Brighton and New York State

By signing below, I hereby apply for a Fire Code Operational Permit and certify that I have read and understand the information package requirements pertinent to this permit, agree to abide by them and shall be in accordance with all ordinances of the Town of Brighton and the Fire and Building Code of New York State.

Applicant Signature			Print Name (Applicant)			Date
Permit Number	Issue Date	Expiration Date	Fee Paid	Check #	Receipt Number	Plan Review Fee

2300 Elmwood Avenue – Rochester, New York 14618
(585) 784-5220 Office / (585) 784-5207 Fax

“Protecting People ♦ Preserve Property”

Hotel / Motel Operational Permit Requirements

Each applicant for a license under this chapter shall make a written application setting forth:

1. The name, residence and postal address of the applicant and the name under which the applicant intends to do business, if different.
2. The exact location of the proposed licensed premises.
3. A description of the buildings, structures and accommodations that comprise the licensed premises.
4. A statement of the number of lawful housing or lodging units at said hotel or motel and the maximum number of persons that can lawfully be accommodated in the licensed premises and each individual unit thereof at any given time.
5. The number and location of the automobile parking spaces and facilities at the licensed premises.
6. The name and address of the owner of the licensed premises.
7. The name or names of the person or persons on the licensed premises upon whom process may be served.
8. A detailed description of the register or system used for the registration of persons to whom accommodations are extended as required by the General Business Law of the State of New York.
9. Whether any person, or any partner of a partnership applicant, or any officer, director, high managerial agent or stockholder of a corporate applicant holding five percent (5%) or more of the stock thereof, or any principal of any other applicant that is not a natural person has ever been convicted of any crime listed in § 79-5 of this chapter, and if so, the details thereof, including, with respect to each conviction, the name of the person convicted, the date thereof, the nature of the crime, the court in which the conviction was entered and the punishment imposed.