

TOWN OF TUSTEN BUILDING DEPARTMENT
210 BRIDGE STREET, PO BOX 195
NARROWSBURG, NEW YORK 12764
845-252-7146 prompt 2 FAX 845-252-7476
EMAIL: codeenforce@tusten.org



PERMIT NUMBER _____
SBL: _____

BUILDING PERMIT APPLICATION

Date: _____

This application must be completely filled in and submitted to the Building Inspector.

This application must be accompanied by **two complete sets of plans** showing proposed construction and **a complete set of specifications**. Plans and specifications shall describe the nature of the work to be performed, the materials and equipment to be used and installed and details of structural, mechanical, electrical and plumbing installations. All plans are subject to New York State Education Law article 147 section 7307 which states that all plans for commercial construction and any residence 1500 square feet or more and additions costing \$20,000.00 or more, or changes affecting structural or public safety, shall be signed and sealed by a New York State licensed design professional. **A plot plan** showing the location of lot and of all buildings on premises, and all proposed buildings and the relationship to adjoining premises or streets or other areas, and giving a detailed description of properly showing all set back dimensions, i.e. all distances from building/s to rear, side, and front yard lines, must be drawn and submitted as part of this application.

All plans must be accompanied with a **NYS energy code compliance ie: RESCHECK, ComCheck, etc.**

Applicant must provide a copy of the **deed or other proof of ownership if recently purchased**. If applicant is not the owner of the property, **written authorization from the owner** must be provided.

Upon approval of this application, the Building Department will issue a Building Permit to the applicant together with an approved set of plans and specifications. Such permit and approved plans and specifications shall be kept on the premises available for inspection throughout the progress of the work.

If property is determined to be in the flood plain area, an **Elevation Certificate and an Application for Development in flood area** will be required for all types of construction before a building permit will be issued.

CONSTRUCTION MUST CONFORM TO THE PLANS AND SPECIFICATIONS SUBMITTED WITH THIS APPLICATION. THE WORK COVERED BY THIS APPLICATION MAY NOT BE COMMENCED BEFORE THE ISSUANCE OF A BUILDING PERMIT. NO BUILDING SHALL BE OCCUPIED OR USED IN WHOLE OR PART FOR ANY PURPOSE WHATSOEVER UNTIL A CERTIFICATE OF OCCUPANCY SHALL HAVE BEEN GRANTED BY THE BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER.

CORRECT 911 ADDRESS (6"x8" BLUE REFLECTIVE SIGN) MUST BE POSTED ON PROPERTY IN ACCORDANCE WITH LOCAL LAW.

APPLICATION IS HEREBY MADE to the Building Department for the issuance of a Building Permit pursuant to the New York State Uniform Code for the construction of buildings, additions, or for removal or demolition, as herein described. The applicant has read the above instructions including appendices A and B and agrees to comply with all the applicable laws, ordinances and regulations when applicable.

Name and address for legal notices:

(Signature of Applicant)

If applicant is a corporation, signature of duly authorized officer needed.

(Name of Corporation)

(Name and Title of Corporate Office)

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Homeowner (acting as GC): Proof of NYS WC insurance policy (form C-105.2, U26.3, SI-12) and Disability insurance policy (form DB-120.1, DB-155) or an Affidavit of Exemption to show Specific Proof of Worker's Compensation Insurance Coverage for a 1,2,3 or 4 Family, Owner-occupied residence (BP-1) if he/she qualifies.

General Contractor: Proof of NYS WC insurance policy (form C-105.2, U26.3, SI-12) and Disability insurance policy (form DB-120.1, DB-155) or a project/site specific WC/DB Exemption (CE 200) if he/she qualifies.

Subcontractors: In cases where neither the General Contractor, nor the homeowner have a NYS WC or Disability insurance policy, all subcontractors working on site must submit proof of NYS WC insurance policy (form C-105.2, U26.3, SI-12) and Disability insurance policy (form DB-120.1, DB-155) or a project/site specific WC/DB Exemption (CE 200) if he/she qualifies.

Company	Contact name	Address	Phone	Add'l Info
General Contractor:	_____	_____	_____	_____
Excavator subcontractor:	_____	_____	_____	_____
Masonry/concrete sub:	_____	_____	_____	_____
Framing subcontractor:	_____	_____	_____	_____
Electrical subcontractor:	_____	_____	_____	_____
HVAC subcontractor:	_____	_____	_____	_____
Plumbing subcontractor	_____	_____	_____	_____
Well Drilling sub:	_____	_____	_____	_____
Other subcontractor	_____	_____	_____	_____

14. **Estimated Cost of Construction:** _____
 (Note: Costs for the work described in the Application for Building Permit include the cost of all of the construction and other work done in connection therewith.)

FOR OFFICIAL USE ONLY (DO NOT WRITE BELOW THIS LINE)

ZONE PREMISES LOCATED IN _____ USE PERMITTED IN ZONE { } YES { } NO
 SQUARE FOOTAGE OF LOT _____ SITE PLAN APPROVAL REQUIRED { } YES { } NO
 DOES PROPERTY HAVE CURRENT ZONING OR CODE VIOLATIONS { } YES { } NO
 DOES PROPOSED CONSTRUCTION VIOLATE ANY ZONING LAW, ORDINANCE OR REGULATION? { } YES { } NO
 APPROVALS GRANTED BY: (if required) PLANNING BOARD { } YES { } NO – ZONING BOARD { } YES { } NO
 ATTACH RESOLUTIONS - PB/ZBA FEES PAID { } YES { } NO
 ESTIMATED COST OF CONSTRUCTION (Item No. 17) \$ _____
 INITIAL FEE TO BE CHARGED \$ _____ PERMIT APPROVED { } PERMIT DISAPPROVED { }
 IF DISAPPROVED, REASON: _____
 BY: _____ DATE: _____



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APPENDICE A

Inspection Schedule

1. **All structures will be subject to inspection at the following stages of construction:**
 - A. **Site inspection**
 - B. **Footing Excavation, Piers for deck – prior to pouring concrete**
 - C. **Foundation – foundation coating or parging applied**
 - D. **Concrete (floors, slabs)**
 - E. **Perimeter Drains**
 - F. **Completion of framing**
 - G. **Electric rough-in**
 - H. **Plumbing rough-in including pressure test**
 - I. **Insulation (energy code compliance)**
 - J. **Blower door tests results**
 - K. **Final inspection at completion of structure for CofO of CofC**

2. **It will be the responsibility of the Permit Holder to notify the Code Enforcement Officer at the above stages of progress and call for inspection**

3. **Random inspections may be made at any time.**

4. **Third party approved electrical inspection will be required. ALL ELECTRICAL WORK MUST BE INSPECTED BY, AND A CERTIFICATE OF APPROVAL OBTAINED FROM AN APPROVED INSPECTION AGENCY OR ORGANIZATION.**

Any changes in the original plans must be validated by the design professional. 24 hours' notice is required for inspections, well log and water test are required, a 911 reflective premise identification is also required for Certificate of Occupancy.



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APPENDICE B

RESIDENTIAL REMINDER & SPECIFICATION LIST

ITEMS THAT NEED TO BE INCLUDED ON DRAWINGS AND/OR REQUIRED BY STATE:

1. Proper footings, piers, and/or post hole depth.
2. Proper drainage installed to daylight or sump
3. Proper damp proofing applied.
4. Proper ventilation of crawl spaces, cellars and roofs.
5. Anchor bolts (min 1/2" diameter) in foundation walls at least 6' on center.
6. Insulation of foundation and band joist, ("R" value noted).
7. Sill sealer installed.
8. Beam size, joist size and spacing.
9. Post supporting beam, size and spacing.
10. Sub-floor material and attachment method.
11. Wall thickness and insulation, ("R" value noted).
12. Wall sheathing and wind bracing, ("R" value noted).
13. Window sizes, efficiency u-values, open able area for required egress windows and header sizes noted.
14. Bearing wall size and spacing noted.
15. Roof construction noted.
16. Ventilation system for roof noted.
17. Roof sheathing type and clips if necessary.
18. Tyvek, if necessary.
19. Bridging, if required.
20. Programmable thermostat. (1 per dwelling)
21. Smoke detectors and CO detectors as required
22. Bathroom fans, if no windows.
23. Stairway and railing details.
24. Electrical plan.
25. Please be aware that the house must have 75% energy efficient lighting
26. Blower door test -- 3 exchange rates per hr.
27. Sticker for construction type and floor/roof trusses if applicable placed on electric meter panel