

Town of Tuxedo Building Department

One Temple Drive, 1 Temple Drive, Tuxedo New York
845-351-4421 Fax: 845-351-2190

EXAMINED _____ 20__

APPROVED _____ 20__

Building Inspector

DISAPPROVED a/c _____

APPLICATION FOR BUILDING PERMIT

FILE # _____

DATE _____

INSTRUCTIONS

LOCATION _____
(Give street number and name)

SECTION: _____ BLOCK: _____ LOT: _____

a. This application must be completely filled in by typewriter or printed in ink and submitted to the Building Inspector, and must be accompanied by two complete sets of plans showing proposed construction and two complete sets of specifications. Plans and specifications shall describe the nature of the work to be performed, the materials and equipment to be used and the installation details of structural, mechanical, electrical and plumbing. **Plans for new construction and additions must include the electrical code, NYS Energy Code, the Fire Prevention and Building Code and the structural live and dead load of the roof and floor supports.**

b. Plot plan showing location of lot and of buildings on premises, relationship to adjoining premises or public streets or areas, and giving a detailed description of layout of property must be drawn on the plot plan that is part of this application.

c. The work covered by this application may not be begun before the issuance of Building Permits.

d. Upon approval of this application, the Building Department will issue a Building Permit to the applicant together with approved, duplicate 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.

e. No building hereafter erected shall be used or occupied in whole or part until the Building Inspector has issued a Certificate of Occupancy.

APPLICATION IS HEREBY MADE to the Building Inspector for the issuance of a Building Permit pursuant to the New York State Building construction Code for the construction of buildings, additions or alterations, or for removal or demolition, as herein described. The applicant agrees to comply with all applicable laws, ordinances and regulations.

Applicant
Telephone #

Print Name

Signature of

Address of Applicant

Circle whether applicant is owner, lessee, agent, architect, engineer or builder.
Name and address of owner of premises: _____

If owner or applicant is a corporation, give names and titles of two officers and signature of duly authorized officer. _____

Signature of Authorized Officer

1. State existing use of premises and intended use and or proposed construction:
 a. Existing use _____ b. Intended use _____
2. Nature of work (check which is applicable):
 New Building ___ Addition ___ Alteration ___ Repair ___ Removal ___ Demolition ___
 For alterations/additions/repair, please describe fully scope of the work being done.
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3. Will this dwelling be connected to a sewer or have a septic tank?
 If tank, number of gallons _____ (Applicable to new construction only)
4. If dwelling, number of dwelling units ___ Number of dwelling units on each floor ___
 If there is going to be a garage, number of cars _____
5. Number of Bedrooms: Existing ___ Intended ___
 Number of Bathrooms: Existing ___ Intended ___
6. Dimension of existing structures, if any: Front: _____ Rear _____ Depth _____
 Height _____ Number of Stories: _____
 Dimensions of same structure with alterations or additions: Front _____ Rear _____
 Depth _____ Height _____ Number of Stories _____
7. Dimension of entire new construction: Front _____ Rear _____ Depth _____ Height _____
 Number of Stories _____
8. Size of lot: Front _____ Rear _____ Depth _____
9. Zone or use district in which premises are situated _____
10. Does proposed construction violate any zoning law, ordinance or regulation? _____
11. Name of Compensation Insurance Carrier _____

Number of Policy _____ Date of Expiration _____

12. Name of Architect _____ Address _____
 Telephone # _____
- Name of Contractor _____ Address _____
 Telephone # _____

13. Will electrical work be inspected by, and a Certificate of approval obtained form the New York Board of Fire Underwriters or other agency or organization? If so, specify

14. Square footage living area first floor _____ Second floor _____
 Square footage basement area _____
15. Estimated cost* _____ Fee _____

***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 herewith, exclusive of the cost of the land. If final cost shall exceed estimated cost, an additional fee may be required before the issuance of Certificate of Occupancy.**

PLOT PLAN

Locate clearly and distinctly all buildings, whether existing or proposed, and indicate all setback dimensions from property lines. Give lot and block numbers or description according to deed, and show street names and indicate whether interior or corner lot.

_____ being duly sworn deposes and says that he is the
 (Name of Individual signing application)

He is the _____
 (Contractor, agent, corporate officer, etc.)

said owner or owners, and is duly authorized to perform or have performed the said work and to make and file this application; that all statements contained in this application are true to the best of his knowledge and belief; and that the work will be performed in the manner set forth in the application and in the plans and specifications filed herewith.

Sworn to before me _____ 20 _____

Signature of Applicant

Notary Public

EASEMENTS

Orange & Rockland Utilities, the Telephone Company, Central Hudson, Columbia Gas Transmission, South County Water Co. and the Village of Tuxedo Park Water Company have cables and/or pipes buried in different areas of Town.

It is essential that these easements be properly maintained to protect the public safety and prevent service interruption.

The easements prohibit construction of buildings and obstructions, and the national Electrical Safety Code prohibits and regulates certain work and installations within the easements. **Among the structures or work prohibited or regulated in the easements are swimming pools, stockpiling of dirt, blasting and the operation of crane equipment.** There are many other kinds of work that may affect the easements, however, and prior to any construction, including sewers and drainage, developers and builders should always submit plans for review and approval to the appropriate utility.

The plans must include any facility planned with the easement and must note any proposed grade changes and landscaping.

There is an 800 number that you **must call** to ascertain whether there are any cable and/or pipes in the area where you are going to build. **The number is 1-800-962-7962.**

You must have approval from the appropriate utility companies before you proceed with your plans.

Thank you.

SCHEDULE OF BUILDING INSPECTION

CALL BUILDING INSPECTOR FOR THESE INSPECTIONS:

1. Footing forms and trenches
2. Foundation form with reinforcing steel
3. Plumbing under slab
4. Gravel under slab
5. Footing drains and waterproofing
6. Foundation and backfill
7. Rough plumbing inspection (cast iron through foundation wall)
8. Framing - before insulation is in place
9. Fire Safety inspection:
 - a. Any wood stove to be installed in a structure will require a separate application, permit and inspection. Permit fee \$25.00
 - b. After garage and furnace room are enclosed.
 - c. Fireplace must be constructed according to N.F.P.A. #211 and be inspected during construction.
10. Insulation (all insulation must be face stapled, stud to stud and sill to top-plate, or poly covered.)
11. Final for C/O grading complete, building complete, underwriter inspection certificate, all railings.

OTHER INSPECTIONS

Septic
Water service (public water supply)
Rough grading (after backfill & septic)

A water purity test must be performed, and the results available, before Certificate of Occupancy is issued for any home or business that is not hooked up to a public water supply system.

Before a Certificate of Occupancy can be issued, the house or business must be numbered according to Town Code Chapter 38-1 to 7. Adopted 9/22/93.

Construction, including excavation, demolition, alteration or repair of any structure is prohibited other than between 8:00 am and 8:00 pm, weekdays, or 9:00 am to 8:00 pm, weekends and holidays.

All building debris must be cleared from building sites upon completion of construction and before a Certificate of Occupancy can be issued. The town's refuse contract does not provide this service. All builders (contractors or owners) must make their own arrangements for this carting.

Town of Tuxedo

Check List for Final Plot Plan and Certificate of Occupancy

- 1. Section, Block & Lot Number
- 2. Name and address of owner of property
- 3. Metes and bounds of all property lines and widths of ROW to be shown
- 4. Existing dwelling location including deck, walks and driveway
- 5. Elevations of all corners of dwelling
- 6. Finish floor, basement and/or garage floor elevations to be shown
- 7. Finished contours to be shown (include swale)
- 8. Highest point on swale to be a minimum of one (1) below the grade around the foundation. Swale to have a minimum slope of 1.5%
- 9. Driveway location and slope to be shown
- 10. Utilities to be shown including water service line/well, sewer/septic
- 11. Septic certification if applicable
- 12. Potable water test results if applicable
- 13. As-built locations of applicable items outlined in plot plan for building permit
- 14. Location and elevations of iron pipes set at lot corners
- 15. Footing drain locations, outlets and elevations
- 16. Final electrical inspection
- 17. E-911 house number

TOWN OF TUXEDO POLICY STATEMENT

The Town of Tuxedo Building Inspector shall not take a conclusive action relative to the granting of an approval, permit or other similar official acceptance when the applicant, lessee, lessor, property owner and/or property location has an outstanding violation of Code pending, monies and/or fees outstanding, or unsatisfied conditions of approval against said applicant or property. The Building Inspector may conduct such preliminary procedures that it may deem necessary or appropriate to assure conformance with Code requirements and/or law with the understanding that final approval and/or acceptance will not be taken until such time as any and all violations, outstanding monies and fees and conditions are satisfied.

Read and understood by me on _____

Printed name of applicant

Section: _____ Block: _____ Lot: _____

Project ID # _____

