TOWN OF NEWBURGH

Permit #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tracking #: \_\_\_\_\_\_\_\_\_\_\_\_

Fee: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Receipt #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(OFFICE USE ONLY)

Date Received Code Compliance Stamp

BUILDING PERMIT APPLICATION

21 Hudson Valley Professional Plaza

Newburgh, NY 12550

Ph: (845)564-7801 Fax: (845)564-7802

Exact Cash or Check ONLY

**(Please Print)**

JOB LOCATION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

S.B.L.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CONSTRUCTION COST: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| OWNER: APPLICANT? Y / N | CONTRACTOR: APPLICANT? Y / N |
| ADDRESS: | ADDRESS: |
| CITY/STATE/ZIP: | CITY/STATE/ZIP: |
| PHONE: | PHONE: |
| CONTACT EMAIL: | CONTACT EMAIL: |

DESCRIPTION OF WORK TO BE PERFORMED:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

STRUCTURE (CHECK ONE):

□ SINGLE FAMILY □ CHANGE OF OCCUPANCY

□ 2 FAMILY □ ADDITION

□ ACCESSORY APARTMENT □ ALTERATIONS

□ NEW COMMERCIAL BLDG. □ CONDO / TOWN HOUSE

□ COMMERCIAL FIT OUT □ OTHER \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* NO WORK IS TO BE STARTED WITHOUT A BUILDING PERMIT.
* COMPLETELY FILL OUT BUILDING PERMIT CHECK LIST
* FOR INSPECTION SEQUENCE SEE ATTACHED SHEET
* ELECTRICAL INSPECTION REQUIRED BY TOWN APPROVED AGENCY SEE ATTACHED SHEET
* ANY CHANGES TO THE ORIGINAL PLANS MUST BE APPROVED IN WRITING BY THE BUILDING INSPECTOR.
* THE TOWN OF NEWBURGH HAS OFFICIALLY ADOPTED THE New York STATE UNIFORM FIRE PREVENTION AND BUILDING CODE AND THEREFORE ALL WORK MUST CONFER TO THE CURRENT SECTIONS OF THIS CODE.
* MUST HAVE SET OF APPROVED PLANS FOR ALL INSPECTIONS ON SITE.
* APPROPRIATE FEES ARE REQUIRED TO BE SUBMITTED WITH THE APPLICATION.

THE UNDERSIGNED CERTIFIES THAT THE PLANS AND SPECIFICATIONS AS FILED ARE IN ACCORDANCE WITH THE REGULATIONS OF THE TOWN ZONING ORDINANCE AND AGREES THAT ALL WORK AND MATERIAL SHALL BE IN STRICT CONFORMITY WITH CODES GOVERNING BUILDING IN THIS TOWN AND THE STATE OF NEW YORK. THE PERSON SIGNING THIS APPLICATION AGREES TO NOTIFY THE BUILDING INSPECTOR AS NEEDED FOR THE REQUIRED BUILDING INSPECTIONS. FAILURE TO DO SO MAY RESULT IN LEGAL ACTION AND POSSIBLE FINES. THE OCCUPYING OF A NEW BUILDING OR ADDITION BEFORE ISSUANCE OF A CERTIFICATE OF OCCUPANCY IS A VIOLATION OF THE CODE OF THE TOWN OF NEWBURGH AND PUNISHABLE BY FINE AND OR IMPRISONMENT.

 APPROVED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 DISAPPROVED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

APPLICANT’S SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ REFERRED TO ZBA:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

OWNERS NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PROJECT ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DESIGN PROFESSIONAL NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

FAX NUMBER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

EMAIL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NAME OF BUSINESS (IF APPLICABLE): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

INTENDED USE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NUMBER OF STORIES: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NUMBER OF BEDROOMS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NUMBER OF FULL BATHS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NUMBER OF 1/2 BATHS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

GARAGE CAR STORAGE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NUMBER OF DWELLINGS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DIMENSION OF EXISTING STRUCTURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DIMENSION OF NEW STRUCTURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DIMENSION OF THE LOT: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

MATERIAL TYPE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

HEAT TYPE:  OIL  GAS  ELECTRIC  OTHER \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DECK SIZE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  SIDE OR  REAR

FRONT PORCH SIZE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

FEE SCHEDULE

(REV. JANUARY 1, 2013)

**NEW COMMERCIAL NEW RESIDENTIAL**

FLOOR SQUARE FEET 0-9,999 10,000-24,999 25,000-99,999 100,000+\*\* 1) $200.00 BASE FEE

1. BASE FEE $300 $500 $1,000 $5,000 2) $0.50 PER SQUARE FOOT
2. PER SQUARE FOOT $0.60 $0.65 $0.70 $0.70 3) $100.00 NEW SEPTIC RES.
3. $200.00 NEW SEPTIC 4) $60.00 CERT. OF OCCUPANCY
4. CERTIFICATE OF OCCUPANCY: <10,000 S.F. - $200.00, 10,000 S.F. AND OVER $400.00

\*\* SQUARE FOOTAGE >100,000 IS CALCULATED AT $0.35 PER SQUARE FOOT

RESIDENTIAL AND COMMERCIAL (ADDITIONS AND ALTERATIONS )

1. $10.00 PER THOUSAND OF ESTIMATED COST ( LABOR & MATERIAL )
2. $25.00 CERTIFICATE OF OCCUPANCY 3) $50.00 SEPTIC REPAIRS
3. $50.00 PRIOR BUILT FEE RESIDENTIAL $200.00 PRIOR BUILT FEE COMMERCIAL

|  |
| --- |
| ***ITEMS NEEDED FOR A COMPLETE APPLICATION*** |
| **HOUSE** | PLANS AND RES-CHECK | WORK / COMP LIABILITY | SURVEY | HIGHWAY PERMIT | SEPTIC DESIGN | SUB DIVISION | PAYMENT |
| **ADDITION** | PLANS AND RES-CHECK | WORK / COMP LIABILITY | SURVEY PLOT PLAN | LUMBER ID SHEET |   |   | PAYMENT |
| **ACCESSORY BUILDINGS** | PLANS OR PICTURE | WORK / COMP LIABILITY | SURVEY PLOT PLAN |   |   |   | PAYMENT |
| **POOLS** | PLANS OR PICTURE | WORK / COMP LIABILITY | SURVEY PLOT PLAN | POOL / DOOR ALARM | BARRIER TYPE & LOCATION | PAYMENT |
| **DECK** | PLANS | WORK / COMP LIABILITY | SURVEY PLOT PLAN |   |   |   | PAYMENT |
| **SOLAR** | PLANS | WORK / COMP LIABILITY | SURVEY PLOT PLAN |  |   | OWNER CONSENT | PAYMENT |
| **GENERATOR** | PLANS | WORK / COMP LIABILITY | SURVEY PLOT PLAN  | MANUFACTRE CLEARANCES | PROPANE TANK SIZE LOCATION | ELECTRIC LICENSE | PAYMENT |
| **CONVERTING SPACE** | PLANS | WORK / COMP LIABILITY | SURVEY PLOT PLAN |   |   |   | PAYMENT |
| **FIREPLACE** | PLANS OR PICTURE | WORK / COMP LIABILITY | FLOOR PLAN | MANUFACTRE CLEARANCES |   |   | PAYMENT |
| **OIL TANK INSTALLATION** | TANK DETAILS | WORK / COMP LIABILITY | FLOOR / PLOT PLAN | FURNACE SEPARATION | TANK SUPPORT | PIPING DETAILS | PAYMENT |
| **DEMO** | SCOPE OF WORK | WORK / COMP LIABILITY | SURVEY PLOT PLAN | DEBRI LOCATION | SERVICE DISCONNECT | OWNERS CONSENT | PAYMENT |
| **ELECTRIC** | SCOPE OF WORK | WORK / COMP LIABILITY | FLOOR PLAN | ELECTRIC LICENSE |   |   | PAYMENT |
| **COMMERICAL** | PLANS COM-CHECK | WORK / COMP LIABILITY | APPROVED SITE PLAN | SPRINKLER APPLICATION | HIGHWAY |  | PAYMENT |
| **SIGNS** | PLANS | WORK / COMP LIABILITY | SURVEY PLOT PLAN | SIGNS LOCATIONS |   |   | PAYMENT |
| **CHANGE OF OCCUPANCY** | PLANS COM CHECK | WORK / COMP LIABILITY | FLOOR PLAN | NATURE OF BUSINESS |   |   | PAYMENT |
| **FIT - OUT** | PLANS COM CHECK | WORK / COMP LIABILITY | FLOOR PLAN | SPRINKLER APPLICATION |   |   | PAYMENT |
| **ALTERATIONS** | PLANS / SCOPE OF WORK | WORK / COMP LIABILITY | FLOOR PLAN |   |   |   | PAYMENT |
| **SEPTIC SYSTEMS** | TANK DETAILS AND SIZE | WORK / COMP LIABILITY | DETAILED PLOT PLAN |   |   |   | PAYMENT |
| **If electric is involved supply a copy of the Orange County electrical license.**  |

BUILDING PERMIT CHECKLIST

OWNERS NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PROJECT ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*Check off what is applicable\*

YES NO

□ □ BUILDING PERMIT APPLICATION COMPLETE WITH A CERTIFIED PLOT PLAN OR SITE PLAN

 \*INCLUDE ALL STRUCTURES, SEPTIC FIELD AND TANK

□ □ PROPERTY LOCATED IN WETLANDS (MUST SHOW ON PLOT PLAN)

□ □ PROPERTY LOCATED IN FLOOD PLAIN (FLOOD INSURANCE, ELEVATION CERTIFICATION)

□ □ BUILDING PLANS SIGNED & SEALED BY A NYS LICENSED PROFESSIONAL (PE OR RA)

□ □ ENERGY CODE COMPLIANCE (RES-CHECK, MEC-CHECK, OTHER)

□ □ APPROVED SUBDIVISION – NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ MAP #: \_\_\_\_\_\_\_\_\_\_

□ □ APPROVED SITE PLAN – NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE APPROVED: \_\_\_\_\_\_\_\_\_\_\_

□ □ PROOF OF OWNERSHIP

□ □ LETTER OF APPROVAL FOR ALTERATIONS (COMMERCIAL ONLY)

□ □ NYS DEPARTMENT OF STATE SYSTEM APPROVAL LETTER (MODULAR HOME ONLY)

□ □ SIGNED & SEALED FOUNDATION PLANS (MODULAR HOME ONLY)

□ □ SPRINKLER PERMIT APPLICATION – PLANS, HYDRAULIC CALCULATIONS

□ □ DECK SPECIFICATIONS (IF APPLICABLE)

□ □ PROPER ZONE FOR USE: AR RR R1 R2 R3 B IB

□ □ PROOF OF LIABILITY INSURANCE – LIST TOWN OF NEWBURGH AS CERTIFICATE HOLDER

□ □ PROOF OF NYS WORKERS COMPENSATION INSURANCE OR WAIVER FORM – LIST TOWN

 OF NEWBURGH AS CERTIFICATE HOLDER

□ □ PROOF OF NYS DISABLITY BENEFITS

□ □ SIGNED & SEALED SEPTIC DESIGN

□ □ OBTAINED DRIVEWAY APPROVAL: TOWN/COUNTY/STATE APPROVED BY \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

□ □ OBTAINED WATER PERMIT: VERBAL OR HARD COPY APPROVED BY \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

□ □ OBTAINED SEWER PERMIT: VERBAL OR HARD COPY APPROVED BY \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Town of Newburgh

Code Compliance Department

21 Hudson Valley Professional Plaza. Newburgh, NY 12550

(845) 564-7801 Office / (845) 564-7802 Fax

**Notice of Utilization of Truss Type Construction, Pre-Engineered Wood Construction and / or Timber Construction**

(Per Title 19, Part 1265 of the Official Compilation of Codes, Rules and Regulations of the State of New York, Effective January 1, 2015. Please note that part of the requirement is that the structure is to be placarded with a code compliant symbol before a certificate of occupancy can be issued.)

**To: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Property Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Property SBL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Please take notice that the (check applicable box):

* new residential structure
* addition to existing residential structure
* rehabilitation to existing residential structure

to be constructed or performed at the subject property reference above will utilize (check each applicable box):

* truss type construction (TT)
* pre-engineered wood construction (PW)
* timber construction (TC)

in the following location(s) (check applicable box):

* floor framing, including girders and beams (F)
* roof framing (R)
* floor framing and roof framing (FR)

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Capacity:** 🞏 Owner 🞏 Owner’s Representative

(Office Use Only)

**Fire District:**

🞏 Middle Hope 🞏 Goodwill 🞏 Dan Leghorn 🞏 Winona Lake

🞏 Plattekill 🞏 Coldenham 🞏 Cronomer Valley

OWNERS COPY - FIRE DEPARTMENT - CODE COMPLIANCE

**NOTICE**

You may be required to obtain additional permits for the construction of your project / building. These additional permits may include one or more of the following:

1. Sewer Permit (Sewer Department – 311 Route 32 – 564-7803)

Construction of sanitary sewer facilities and connection to the Town of Newburgh sewer system requires a permit from the Town of Newburgh Sewer Department. All construction shall conform to the latest regulations of the NYSDEC and the Town of Newburgh. All work must be inspected and approved prior to being placed in service.

2. Water Permit (Water Department – 311 Route 32 – 564-7813)

Construction of potable water facilities and connection to the Town of Newburgh water system requires a permit from the Town of Newburgh Water Department. All construction shall conform to the latest regulations of the NYSDOH and the Town of Newburgh. All work must be inspected and approved prior to being place in service.

3. Road Opening Permit (Highway Department – 90 Gardnertown Road – 561-2177)

Any work within the Town Right-of-Way including the installation of sewer or water utilities, a road cut or a new driveway access requires a permit from the Town of Newburgh Highway Department. All construction shall conform to the requirements of the Town of Newburgh Highway Department. All work must be inspected and approved by the Highway Superintendent or his designated representative.

4. Fire Suppression System Permit (Fire Inspector – 308 Gardnertown Road – 564-7801)

Installation of a fire suppression system as required by the Town Fire Sprinkler Ordinance requires approval from the Town of Newburgh Fire Inspector. The installation of a fire suppression system shall conform to the latest regulations of NFPA and the Town of Newburgh. All work must be inspected and approved prior to being placed in service.

5. Cross Connection (Backflow) Control (Water Supply Dept. – 311 Route 32 – 564-7803)

All commercial and industrial buildings connected to the Town of Newburgh Consolidated Water Distribution System must install an approved backflow prevention valve. Approval of the valve is by the Orange County Department of Health through the Town of Newburgh Water Supply Superintendent. An application and engineer’s report are required for approval.

**IMPORTANT:** The Town of Newburgh Building Department cannot and will not issue a Certificate of Occupancy unless and until final inspections and approvals have been received from all other involved Town Departments. It is the responsibility of the applicant to coordinate his work with other involved Town Departments and to obtain the required approvals.

INSPECTION REQUIREMENTS

**PLEASE NOTE: ALL INSPECTIONS INVOLVING CONCRETE ARE REQUIRED BEFORE THE PLACEMENT OF CONCRETE. ALL CONCRETE TO BE FORMED, NO TRENCH OR EARTH FORMING ALLOWED.**

1. FOOTINGS – ALL FOOTINGS ARE TO BE FORMED WITH ALL STEEL REINFORCEMENT AND EMBEDDED ITEMS SECURELY TIED IN PLACE. NO INSPECTION IF RAINING.
2. FOUNDATION WALLS – INSPECTION IS ALLOWED SEVEN DAYS AFTER THE CONCRETE PLACEMENT OF THE FOOTINGS. ALL STEEL REINFORCEMENT AND EMBEDDED ITEMS ARE TO BE SECURELY TIED IN PLACE. *NOTE: NO FURTHER INSPECTIONS ALLOWED UNTIL A FOUNDATION LOCATION SURVEY IS RECEIVED, REVIEWED AND APPROVED BY THIS DEPARTMENT.*
3. PLUMBING UNDER SLAB – ALL PIPES ARE TO BE BACKFILLED AND SUPPORTED TO THE SPRING LINE OF THE PIPE. AN AIR PRESSURE TEST OR WATER COLUMN TEST IS REQUIRED AT TIME OF INSPECTION. HORIZONTAL PIPES ARE NOT TO BE EMBEDDED IN THE SLAB.
4. SLABS AND HAUNCHES – VAPOR BARRIER, WELDED WIRE MESH, EXPANSION JOINTS AND ALL STEEL REINFORCEMENT ARE TO BE SECURELY TIED IN PLACE (IF APPLICABLE). ALL WELDED WIRE MESH OR SIMILAR ITEMS ARE TO BE ELEVATED TO THEIR PROPER LOCATION WITH THE USE OF CHAIRS OR CONCRETE BRICK.
5. DAMP OR WATER PROOFING AND FOOTING DRAINS - INSPECTION IS ALLOWED SEVEN DAYS AFTER THE CONCRETE PLACEMENT OF THE FOUNDATION WALLS. FIRST FLOOR DECK IS TO BE COMPLETE BEFORE BACKFILL INSPECTION AND FOUNDATION LOCATION SURVEY SHOULD HAVE BEEN SUBMITTED (SEE ITEM 2).
6. DECK FOOTINGS (SONO-TUBES) – IF APPLICABLE.

**PLEASE NOTE: INSPECTIONS 7 THROUGH 12 ARE UNCOVERED INSPECTIONS. NOTHING IS TO COVER OR OBSTRUCT ITEMS TO BE INSPECTED.**

1. HOUSE WRAP INSPECTION, SEAMS TAPED, DOORS AND WINDOWS INSTALLED PER MANUFACTURER.
2. ROUGH FRAMING AND PLUMBING ARE INSPECTED TOGETHER – ALL WIRING, HVAC SYSTEMS ARE TO BE ROUGHED IN. WATER SERVICE AND DWV SYSTEMS ARE TO BE PRESSURIZED FOR INSPECTION.
3. FIRE WALL – COMPLETE AND SMOKE TIGHT (IF APPLICABLE).
4. SPRINKLER PIPING INSPECTION (IF APPLICABLE).
5. INSULATION – UPON THE PASSING OF THE ROUGH FRAMING AND PLUMBING.
6. SEPTIC SYSTEM – ALSO REQUIRED IS AN INSPECTION BY A LICENSED PROFESSIONAL TO CERTIFY THE INSTALLATION. NO INSPECTION IF RAINING.
7. FINAL INSPECTION – PROJECT IS 100 PERCENT COMPLETE, INCLUDING SITE PLAN. (ALL ITEMS LISTED BELOW MUST BE SUBMITTED PRIOR TO SCHEDULING A FINAL INSPECTION. THE LIST IS NOT COMPLETE; OTHER ITEMS MAY BE REQUIRED BASED ON THE PROJECT.

DRIVEWAY (HIGHWAY) SIGN-OFF, WATER TEST AND WELL LOG, WATER DEPARTMENT SIGN-OFF, SEPTIC AS-BUILT (ENGINEER), SEWER DEPARTMENT SIGN-OFF, AS-BUILT PLOT PLAN (SURVEYOR), ELECTRIC FINAL BY UNDERWRITER, BACKFLOW TEST AND APPROVAL, ORANGE COUNTY DEPARTMENT OF HEALTH APPROVAL, SPRINKLER FLOW TEST, HYDRO-STATIC TEST, ABOVE GROUND PIPING CERTIFICATION (I.A.W. NFPA 13)INSPECTORS TEST, ALARM TEST (I.A.W. NFPA 72 & FIRE CODE OF NYS) LIST OF DEVICES, SCHEMATIC LAYOUT, THIRD PARTY TESTING & INSPECTIONS APPROVALS WITH DESIGNER OF RECORD SIGN AND SEALED APPROVAL.

* MINIMUM 24 HOUR NOTICE REQUIRED FOR APPOINTMENTS.
* OTHER INSPECTIONS MAYBE REQUIRED (IE: ENERGY CODE COMPLIANCE).
* NO PICTURES WILL BE ACCEPTED.
* NO BURNING WITHOUT A NYSDEC PERMIT.
* ANY CHANGES TO THE APPROVED PLANS MUST BE FIRST APPROVED BY THIS OFFICE BEFORE AN APPOINTMENT IS SCHEDULED.
* A CERTIFICATE OF OCCUPANCY IS REQUIRED BEFORE USE AND OCCUPYING.

**APPROVED ELECTRICAL INSPECTOR’S**

**(INDEPENDENT CONTRACTORS, NOT COVERED BY BUILDING PERMIT FEE)**

|  |  |  |
| --- | --- | --- |
| Common Wealth Electrical Inspection Service |  | Electrical Underwriters of New York, LLC. |
| Ron Henry |  | Ernest Bello |
| 2 Mallard Drive |  | 50 HyVue Drive |
| Newburgh, NY 12550 |  | Newburgh, NY 12550 |
| (845) 562-8429 Office / Fax |  | Phone (845) 569-1759 |
| (845) 541-1871 Cell (Voicemail 24/7) |  | ernie@eu-ny.com |
|  |  |  |  |  |  |  |  |  |  |  |
| Common Wealth Electrical Inspection Service |  | New York Certified Electrical Inspectors |
| Fred Cocks |  | Jerry Caliendo |
| 90 Lakes Road |  | 203 Purgatory Road |
| Monroe, NY 10950 |  | Campbell Hall, NY 10916 |
| Phone (845) 783-9309, (914) 443-0286 |  | Phone (845) 294-7695 Office 7:00 to 8:00 PM |
| fbc3@optimum.net |  | nybei1@live.com |
|  |  |  |  |  |  |  |  |  |  |  |
| Z3 Consultants, Inc. |  | NY Atlantic Inland, Inc. |
| Gary Beck, Jr. |  | Randall Albertson |
| P.O. Box 363 |  | PO Box 717 |
| Lagrangeville, NY 12540 |  | Red Hook, NY |
| Office (845) 471-9370 |  | Call after 9:00 AM Leave message |
|  |  | Pager (800) 978-3049 |
|  |  |  |  |  |  |  |  |  |  |  |
| Independent Electrical Inspection Agency |   |  | Swanson Consulting, Inc. |
| Ed Hoag |  | Joe Swanson |
| 1626 Main Street |  | PO Box 395 |
| Utica, NY |  | Salisbury Mills, NY 12577 |
| Call between 7:30 AM to 8:30 AM |  | Phone 845-496-4443 |
| Phone (914) 607-9551 |  | Fax 845-496-5160 |
|  |  |  |  |  |  |  |  |  |  |  |
| Tri-State Inspection Agency |  | New York Electrical Inspections |
| Vinny Ambrosio |  | Greg Murad |
| PO Box 1034, Warwick, NY 10990 |  | PO Box 510 |
| Phone (845) 544-2180 |  | Arkville, NY 12406 |
| Fax (845) 544-7257 |  | (845) 586-2430 |
| theoffice@tristateinspec.com |  | (888) 693-4693 |
|  |  |  |  |  |  |  |  |  |  |  |
| Middle Department Inspection Agency |  | NY Electrical Inspections & Consulting, LLC. |
| David Williams |  | John Wierl |
| PO Box 474, Valatie, NY 12184 |  | 1 Wedgewood Lane, Middletown, NY 10940 |
| (518) 758-7812 OR (800) 479-4504 Phone |  | Phone (845) 343-6934 |  |  |   |
| (518) 368-3767 Cell, (518) 758-8113 Fax |  | Fax (845) 343-4834 |
| davmac78@aol.com |  | jwierl@nyeic.com |
|  |  |  |  |  |  |  |  |  |  |  |
| Northeast Electrical Inspections, LLC. |  |  New York Electrical Inspectors, Inc. |   |   |   |   |
| Mike Dimenna |  |  Inspections on Time |  |  |  |   |
| 65 Albermarle Road |  |  Emmanouil Zervakis |  |  |  |   |
| Scotia, NY 12302 |  |  |   |  |  809 Highland Lake Road |  |  |  |   |
| Phone (518) 852-0826 |  |   |  |  Middletown, NY 10940 |  |  |  |   |
|   |   |   |   |   |  |  Phone (845) 649-1330 |   |   |   |   |
|  |  |  |  |  |  |  manny@inspectionsontime.com |  |  |  |  |