



TOWN OF ROCKLAND
 Building Department
 P.O. Box 964, Livingston Manor, NY 12758
 (845)439-5450 ext.106 FAX (845)439-5270

Submitted: _____
 Application #: _____

Approved: _____

BUILDING APPLICATION

INSTRUCTIONS:

- A. This application must be completely filled in and submitted to the Code Enforcement Officer.
- B. Plot plan showing location of lot and buildings on premises, relationship to adjoining premises or public streets and giving a detailed description of layout of property must be drawn on the diagram which is part of this application.
- C. This application must be accompanied by a complete set of plans showing proposed construction and complete set of specifications. These shall describe the nature of work to be performed, the materials and equipment to be used and installed and details of structural, mechanical, electrical and plumbing installations.
- D. The work covered by this application may not commence before the issuance of a building permit.
- E. Upon approval of this application, the Building Department will issue a permit to the applicant. Such permit and approved plans shall be kept on the premises available for inspection throughout the progress of the work.
- F. No building shall be occupied or used in whole or in part for any purpose whatever until an application is made for and a Certificate of Occupancy shall be granted by this department.

* Location: _____
 (Give street number, name & cross streets) _____

Section: _____ Block: _____ Lot: _____

APPLICATION IS HEREBY MADE to the Building Department 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 mobile home or demolitions, as herein described. The applicant agrees to comply with all applicable laws, ordinances and regulations:

* Name & Address of Owner: _____

Telephone #: _____

Is applicant the owner, architect, engineer or contractor? _____

Name & Address of applicant (if different from owner): _____

If applicant is a corporation, give names & titles of two officers & signature of authorized agent: _____

* Signature of applicant/agent: _____

1. State existing use and occupancy of premises & intended use of proposed construction:
 - a. Existing use of premises _____
 - b. Intended use of premises _____
2. Nature of work (check all that apply): New _____ Repair _____ Addition _____
 Alteration _____ Demolition _____ Mobile Home _____
3. Estimated Cost* _____ Application Fee _____ (To be paid upon filing)
4. If dwelling, number of units _____ Number of units on each floor _____
 If garage, number of spaces _____ If mobile home, year built _____
5. Square footage of new construction: _____
6. If business, commercial or mixed occupancy, specify nature and extent of each type of use: _____

7. Dimensions of existing structure, if any: Front _____ Rear _____ Depth _____
 Height _____ # of stories _____

Dimensions of same structure with alterations or additions: Front _____ Rear _____
 Depth _____ Height _____ # of Stories _____

8. Dimensions of entire new construction: Front _____ Rear _____ Depth _____
 Height _____ # of stories _____

9. Size of lot: Front _____ Rear _____ Depth _____ Total acreage _____

10. Zone or use district in which premises are situated: _____

11. Does proposed construction violate any zoning law, ordinance or regulation? _____

12. Name of Compensation Insurance Carrier: _____

(Additional workman's compensation form or owner-occupied waiver MUST be attached)

Policy # _____ Date of expiration: _____

13. Name, address & phone # of architect: _____

*

Name, address & phone # of contractor: _____

Name, address & phone # of electrician: _____

Name, address & phone # of engineer: _____

Name, address & phone # of septic engineer: _____

14. Will electrical work be inspected by, and a Certificate of Approval obtained from the New York Board of Fire Underwriters or other agency or organization? _____

If so, specify: _____

*Costs for the work described in the Application for Building Permit include the cost of all the construction and other work done in connection therewith, exclusive of the cost of the land. If final cost shall exceed estimated cost, an additional fee may be required before the issuance of a Certificate of Occupancy.

PLOT DIAGRAM

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 who street names and indicate whether interior or corner lot.

* Nature of work being done: _____

* All work shall be executed in strict compliance with the Uniform Fire Prevention and Building Code, and all other laws, rules and regulations which apply. The Building Permit does not constitute authority to build in violation of any federal, state or local law or other rule or regulation.

STATE OF NEW YORK
COUNTY OF SULLIVAN

_____ being duly sworn deposed and says that he/she is the applicant above named. He/she is the owner / contractor / agent / corporate officer 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/her 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 this _____ day of _____, 20 _____

Notary Public

Signature of Applicant

All building permit applications MUST be signed by the property owner or accompanied by a notarized letter of authorization from the owner.



TOWN OF ROCKLAND

Glenn Gabbard

Code Enforcement & Zoning Officer

Telephone: 845-439-5450 ext. 106

Fax: 845-439-5270

BUILDING PERMIT APPLICATIONS MUST BE ACCOMPANIED BY THE FOLLOWING:

1. Certified plans of structure from a licensed engineer or architect
2. Certified plans for septic systems if required.
3. Sub-surface sewage disposal plans must indicate tax map number, adjoining landowners, as well as distances of house, septic tank and leaching field from all property lines.
4. Indicate whether the building will contain a woodstove or fireplace.
5. NYS Energy Code Certification.
6. Certificate of Insurance.
7. Application fee.
8. Appropriate permit from Town Clerk if constructing a driveway.
9. Name of Compensation Insurance Carrier.
10. Additional workman's compensation form or owner-occupied waiver.

RATES FOR BUILDING CONSTRUCTION:

- For construction costs of up to \$10,000 -----\$ 50.00
(Plus \$3.00/thousand above \$10,000).

All construction work started without filing for a permit will be charged the regular fee plus \$200.00 surcharge

- Mobile Home (same as dwellings) by construction cost.
- Mobile Home, in parks (per unit)-----\$ 50.00
- Final Certificate of Occupancy Inspections----- \$ 50.00
- Septic System Construction-----\$ 50.00
- Wood Stove Installation----- \$ 50.00
- Special Use Permits-----\$ 50.00
- Operating Permits-----\$100.00
- Accessory Permits-----\$100.00

All certification letters, record searches on violations, flood letters, Certificate of Occupancy letters, road ownership, abstract requests (per item)-----\$ 75.00

VARIANCES:

- Residential for special use and variances (PLUS MAILING COSTS)----\$ 100.00
- Commercial application for special use & variances -----\$ 100.00
- Accessory use permit for cell towers-----\$ 250.00
(PLUS MAILING, LEGAL, ENGINEERING AND CONSULTANT COSTS)

SUBDIVISIONS-----\$100 fee plus \$50 for each lot