

VILLAGE OF HARRIMAN BUILDING DEPARTMENT

1 Church Street, Harriman, New York 10926

Phone (845) 782-6892

Email: Buildingdept@villageofharriman.org

BUILDING PERMIT APPLICATION

Date: _____ Approved _____ Denied _____ PERMIT # _____

Requirements for a Building Permit Application:

- a. The application **must be filled out completely, signed by the applicant/owner** and submitted to the Village Building Department for review and approval.
- b. Two surveys drawn to scale or two plot plan diagrams locating clearly and distinctly all buildings whether existing or proposed, and dimensions from property lines and existing structures.
- c. Two sets of drawings or plans drawn to scale including specifications describing the nature of the work to be performed, the materials and equipment to be used and installed, details of structural, mechanical, electrical, and plumbing installations, with a title block which includes section, block & lot, and street address of where work will be performed.
- d. Copy of contract showing cost of project.
- e. If a Special Permit, Site Plan Approval, or Zoning Variance was granted by the Village Board, Zoning Board or Planning Board, attach copy of dated decision of approval.
- f. Workman's Compensation & Disability Certificate and General Liability Insurance forms to be submitted with application with **Village of Harriman named as additional insured**.
- g. Permit Fee - Checks made payable to the **Village of Harriman**.
- h. Upon approval of this application, the Building Department will issue a Building Permit to the applicant together with an approved duplicate set of plans and specifications. Such permit, approved plans and specifications shall be kept on the premises available for inspection throughout the progress of the work.

No work covered by this application may commence before a Building Permit is issued. No building shall be occupied or used in whole or in part for any purpose until a Certificate of Occupancy is issued by the Village of Harriman Building Department Building Inspector.

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 removal or demolition, or change-of-use as herein described. The applicant agrees to comply with all applicable State and Local laws, ordinances, and regulations.

PRINT ALL INFORMATION:

Name of Applicant: _____

Full Address: _____

Phone Number: _____ E-mail address: _____

State whether applicant is owner, lessee, agent, architect, engineer, or contractor: _____

Estimated value of construction \$ _____ Fee \$ _____

(Fee to be determined upon review of application.

Appropriate fee must be submitted prior to issuance of any permit)

Property Information:

Location of Property where work will be done: _____

Section _____ Block _____ Lot _____ Zone: _____

Property Owner (if different from Applicant): _____

Address: _____

Phone Number: _____ E-mail address: _____

Nature of work: New building _____ Accessory building _____ Addition _____ Alteration _____ Repair _____

Change of use _____ Demolition _____ Deck _____ Pool _____ Sign _____ Fence _____ Other _____

Detailed description of work: _____

Existing use and occupancy of property: _____

Intended use and occupancy of property: _____

Type of street, at property access point, is applicable: Private Rd __ Village St __ County Rd__ State Hwy __

Private Septic __ County Sewer __ Private Well __ Municipal Water ____ Private Water ____

Will substantial grading, cutting and/or filling, or tree removals be done on the property? Yes _____ No _____

Will blasting be done on the property? Yes _____ No _____

Are the premises located in a flood-plain zone (per FEMA mappings)? Yes _____ No _____

Name of Architect: _____

Address: _____

Phone Number: _____ E-mail address: _____

Name of Engineer: _____

Address: _____

Phone Number: _____ E-mail address: _____

Name of Contractor: _____

Address: _____

Phone Number: _____ E-mail address: _____

Will electrical work be performed by an Electrical Contractor licensed in Orange County? Yes _____ No _____
All electrical work must be performed by an Orange County licensed electrician.

Name of Electrician: _____

Address: _____

Phone Number: _____ E-mail address: _____

Orange County License Number and Expiration date: _____

******ALL ELECTRICAL WORK MUST BE INSPECTED BY A CERTIFIED THIRD-PARTY ELECTRICAL INSPECTION AGENCY AND A CERTIFICATE OF APPROVAL SUBMITTED TO THE BUILDING DEPARTMENT PRIOR TO THE COMPLETION OF THE PROJECT AND SCHEDULING A FINAL INSPECTION.**

Applicant Signature: _____ Date: _____

Consent of the Property Owner if applicant is not Property Owner:

I, _____, am the owner in fee of the premises described in this application and have authorized _____ to make this application on my behalf.

Property Owner Signature: _____

Date: _____

****** It is the applicant's responsibility to call the Village Building Department to schedule inspections during construction and for the final Certificate of Occupancy upon completion. ******

****** MUST CALL "811" OR 1-800-962-7962 BEFORE ANY DIGGING IS DONE ON PROPERTY ******