

INFORMATION SHEET
REQUIREMENTS FOR RESIDENTIAL BUILDING PERMITS

1. Board of Health Approval. (Application must be filed **PRIOR** to the issuance of building permit.)
2. Driveway Approval (Application must be filed **PRIOR** to the issuance of building permit.)

ALL STRUCTURES WILL REQUIRE TWO SETS OF PLANS IN DETAIL. IF STRUCTURE IS 1500 SQUARE FEET OR LARGER, PLANS MUST BE APPROVED BY A NEW YORK STATE CERTIFIED ARCHITECT OR ENGINEER.

Second set of plans must be picked up within 6 months after approved or will be destroyed

CONSTRUCTION DETAILS TO BE SHOWN ON PLANS FOR ALL STRUCTURES

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| <u>FOUNDATION:</u> | Size of footings, steel reinforcing details, size of walls, vents, access to basement or crawl space, waterproofing, footing drains, insulation, anchor bolts, girder supports, etc. |
| <u>MOBILE HOME:</u> | Minimum requirements of (4') frost wall with a (4") slab under the mobile home with steel reinforcement rods and wire – (OR) – possibly a monolithic or floating slab under the jurisdiction of the Code Enforcement Officer. |
| <u>MASONRY:</u> | All masonry chimneys and fireplaces to be shown in detail on plans |
| <u>FRAMING:</u> | Size of girder, floor timbers/sheathing, studs & plates, ceiling timbers, rafters or trusses, roof sheathing, type of roofing. |
| <u>EXTERIOR:</u> | Details of roof vents, insulation details. |
| <u>INTERIOR:</u> | Door details & sizes, window details & sizes, stair details if any, plumbing, electric & heating details, location of smoke & carbon monoxide detectors. |
| <u>DECKS:</u> | Details with railings. Railing on open decks or balconies or open areas, tip surfaces of railing 36" from finish floor with maximum vertical opening of 4". |

IT IS THE OBLIGATION OF THE OWNER OR CONTRACTOR TO CONTACT THE CODE ENFORCEMENT OFFICE FOR THE FOLLOWING INSPECTIONS, WHEN APPLICABLE:

1. All set-backs to comply with density control schedule.

MINIMUM SET-BACK REQUIREMENTS

ONE ACRE OR MORE – 60' FROM ROAD & 40' FROM SIDE & REAR LINES

LESS THAN ONE ACRE – 25' FROM FRONT & REAR & 8' FROM SIDE LINES

2. Excavation & forms prior to all concrete pours.
3. Waterproof foundation & drain field.
4. Framing/Plumbing/Insulation
5. Smoke & carbon monoxide detectors.
6. Final inspection for all entry ways and skirting.

ALL STRUCTURES & POOLS WITH ELECTRICAL INSTALLATION MUST OBTAIN ELECTRIC APPROVAL FROM ONE OF THE FOLLOWING TOWN APPROVED AGENCIES:

1. New York Certified Electrical Inspectors, LLC. – (845) – 339-2119
2. Tri-State Inspection Agency, Inc. - (845) –595-6154
3. New York Atlantic – Inland, Inc. - (845) – 687-2081
4. Middle Department Inspection Agency – (800) – 607-6342
5. New York Electrical Inspection – (845) – 586-2430
6. Commonwealth Electrical Inspection Service, Inc. – (800) – 801-0309

ALL DWELLINGS, INCLUDING MODULAR HOME AND MOBILE HOMES MUST OBTAIN A FINAL ELECTRICAL, BOARD OF HEALTH & DRIVEWAY APPROVAL **PRIOR** TO THE ISSUANCE OF A CERTIFICATE OF COMPLIANCE. STRUCTURES MAY NOT BE OCCUPIED BEFORE THE CERTIFICATE OF COMPLIANCE HAS BEEN ISSUED BY THE CODE ENFORCEMENT OFFICE.

I HAVE READ AND UNDERSTAND THE ABOVE REQUIREMENTS: _____