



Building Department
TOWN OF OSSINING
 P.O. BOX 1166 ROUTE 9A
 OSSINING OPERATIONS CENTER
 OSSINING, NEW YORK 10562
 914-762-8419 FAX 914-944-0195

APPROVED _____20__
BP# _____
FEE (inc. CO) _____

Application for Building Permit

CODE 53 # _____

APPLICATIONS THAT ARE INCOMPLETE OR MISSING DOCUMENTATION WILL NOT BE ACCEPTED

Location _____
 (Give street number, and name, or Lot number)

Section _____ Plate _____ Block _____ Lot _____ Zone _____

Application is hereby made to the Building Department for the issuance of a Building Permit pursuant to the New York State Fire Prevention and Building 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.

Name of Applicant _____ Date Submitted _____

Address of Applicant _____

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

Name and address of owner of premises _____

_____ Telephone No. _____

1. State existing use and occupancy of premises and intended use and occupancy of proposed construction.

a. Existing use and occupancy _____

b. Intended use and occupancy of proposed construction _____

2. Nature of work (check all applicable): New Building _____ Addition _____ Alteration _____

Repair _____ Removal _____ Demolition _____ Other _____

Description of Work _____

3. Estimated Cost* _____ Fee _____

*Cost for the work described in the Application for the Building Permit including the cost of all construction and other work done in connection therewith, exclusive of the cost of the land.

4. If dwelling, number of dwelling units _____ Number of dwelling units on each floor _____

If garage, number of cars _____

5. If business, commercial or mixed occupancy, specify nature and extent of each type of use _____

6. Dimensions 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. Dimensions of entire new construction: Front _____ Rear _____ Depth _____ Height _____

8. Size of Front _____ Rear _____ Depth _____ Number of Stories _____

YOU MUST ANSWER THE FOLLOWING FOUR QUESTIONS OR APPLICATION WILL NOT BE PROCESSED:

9. Does proposed construction violate any Zoning Law, ordinance or regulation? _____

9A. Does proposed construction fall under the Steep Slopes Ordinance of the Town? _____

9B. Does proposed construction fall under the Freshwater Wetlands Ordinance of the Town? _____

9C. Does proposed construction fall under the Tree Protection Ordinance of the Town? _____

10. Name of Compensation Insurance Carrier _____
 Number of Policy _____ Date of Expiration _____
11. Name of Architect _____ Address _____
 _____ Phone No. _____
12. Name of Contractor _____ Address _____
 _____ Phone No. _____
13. Name of Electrician _____ Address _____
 _____ Phone No. _____
14. Name of Plumber _____ Address: _____
 _____ Phone No. _____

STATE OF NEW YORK }
 COUNTY OF WESTCHESTER} SS:

 Name of Applicant

being duly sworn, deposes and says: That they reside at _____
 and is duly authorized as representative of the owner or (lessee) of the land herein described to make application for
 permit to perform the work specified in said owner's (or lessee's) behalf; and that the statements contained herein
 are true to the best of his knowledge and belief.

 Signature of Applicant

 Notary Public

Sworn to before me this _____ }
 _____ }
 Day of _____, 20____ }

This application for a permit to perform the proposed work as herein described and as shown on the approved plans
 is hereby APPROVED subject to collection of all fees associated with this application:

 Date

 Building Inspector

WORK CANNOT BEGIN UNTIL THE BUILDING PERMIT IS ISSUED (INCLUDING PLUMBING AND/OR ELECTRICAL WORK).

APPLICATION SHALL BE SUBMITTED IN TRIPLICATE.

SUBMIT **THREE SETS OF PLANS** WITH THE APPLICATION **INCLUDING A PLOT PLAN** AND ALL SPECIFICATIONS. SUBMIT **A SURVEY SHOWING NEW CONSTRUCTION TO SCALE** IF APPLICABLE.

APPROVED BUILDING PERMIT AND PLANS MUST BE KEPT AT THE CONSTRUCTION SITE AND AVAILABLE FOR INSPECTION THROUGHOUT THE ENTIRE PROJECT.

THE AREA UNDER THE JURISDICTION OF THE PERMIT **MAY NOT BE OCCUPIED UNTIL A CERTIFICATE OF OCCUPANCY IS ISSUED BY THIS AGENCY.**

THE **GENERAL CONTRACTOR SHALL SUBMIT A COPY OF HIS CURRENT WESTCHESTER COUNTY HOME IMPROVEMENT CONTRACTOR LICENSE** WITH THIS APPLICATION ALONG WITH A **COPY OF HIS WORKERS' COMPENSATION INSURANCE.**

ELECTRICAL AND PLUMBING WORK (IF APPLICABLE) SHALL BE PERFORMED BY WESTCHESTER COUNTY LICENSED TRADESMAN WITH A TOWN OF OSSINING ELECTRICAL AND/OR PLUMBING PERMIT.

ALL FEES DUE SHALL BE MADE BY CHECK OR MONEY ORDER MADE PAYABLE TO THE **"TOWN OF OSSINING"**.

SEE ATTACHED INSTRUCTION SHEET FOR ADDITIONAL INFORMATION NECESSARY TO APPLY.

FOR OFFICE USE ONLY