

VILLAGE OF SAUGERTIES

BUILDING DEPARTMENT.

43 PARTITION STREET SAUGERTIES, N.Y. 12477

PHONE: 845-246-2321 FAX: 845-246-0887

APPLICATION REQUIREMENTS FOR BUILDING PERMIT

1. A building permit is required for all work.
2. 1 full set of scaled construction plans showing all views, details, and 1 digital copy.
3. Site plan to scale showing proposed structure location and setbacks from property line.
4. State Energy report (Rescheck) (Furnished upon request). Blower Door Test.
5. Certificate of Insurance from contractors, liability, workers' comp.
6. New York State Registered Architect or Engineer is required for new residential building size 1500 sq. ft. and higher, and construction cost of \$20,000.00, or non-standard construction.
7. Application must have owners signature and be notarized.
8. SEE REVISED FEE SCHEDULE
9. Plumbing and Electrical fees of \$100.00 each is required for non Village Licensed contractors.
10. Before occupancy a **Certificate of Occupancy must be obtained**

Code Enforcement Officer has 10 working days to review an application, based on the review an application may be approved or denied.

WORK MAY NOT START UNTIL A PERMIT IS OBTAINED

OWNER'S AFFIDAVIT

Building operations must be started within (1) year or permit will be voided. If in the opinion of the Building Inspector or his assistant, the above work is not being performed in conformity with the terms of this permit and all applicable codes, work shall cease forthwith.

Postal Laws and regulations require the installation of approved letter boxes and the numbering of all homes as condition for the delivery of mail.

This permit does not give the right to excavate in any Village right-of-way.

Village of Saugerties
County of Ulster
State of New York

I, the undersigned, am duly authorized to make this application, and to the best of my knowledge and belief, the statement contained herein is true. I will comply with the requirements of the building codes and other ordinances of the Village of Saugerties and the laws of the State of New York pertaining to buildings or structures.

(Signature of Owner)

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

Notary Public

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BUILDING PERMIT

Application No. _____
Permit No. _____

Date Submitted _____

Application is hereby made to the Code Enforcement officer of the Village of Saugerties, New York for the approval and issuance of a Building Permit as per detailed statement of this application, specifications, and plans herewith submitted for the erection of the structure herein described. The plans are to be drawn to a uniform scale. This application will not be accepted unless the above requirements have been complied with and the following questions fully answered.

~ Please type or write in ink ~

Tax Map No. _____
Owners Name _____
Phone #. Home _____ Cell _____ Work: _____
Mailing Address: _____
Email address: _____
Building Address _____
Zone District _____ Historical District _____
Describe Nature of Work _____

Date work is expected to start _____ finish _____
Estimated total cost to include all labor, materials, and gratis work \$ _____
Construction Type _____ Occupancy Type _____
General Contractor _____, Address _____
Phone _____ Email address _____
Licensed Plumber _____, Address: _____
Phone _____ Email address _____
Licensed Electrician _____, Address: _____
Phone _____ Email address _____
Flood Plan **Yes / No**

Existing Use	Proposed Use
_____	_____
_____	_____
_____	_____

Is this improvement designed by a registered architect or professional engineer? Yes or No. _____
If yes, name of company _____

Building Permit No. _____ Date Issued _____

Code Enforcement Officer