

**RESIDENTS, PLEASE NOTE \* ANYTHING LISTED BELOW THAT PERTAINS TO YOUR PROPOSED JOB, MUST BE HANDED IN ALL AT ONCE. \* INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

- 1. COMPLETED APPLICATION & FEE**
- 2. SUPPORTING DOCUMENTATION:**

**FOR ALL PERMITS:**

**INSURANCE CERTIFICATES**

**(a) PROFESSIONAL LIABILITY W/VILLAGE AS CERTIFICATE HOLDER**

**(b) PROOF OF WORKER'S COMP BY WAY OF BY ANY OF THESE:**

**-C105.2**

**-NYSIF CERTIFICATE**

**-WAIVER (FOR SMALL JOB ONLY)**

**FOR ALL PLAN SUBMISSIONS: TWO SETS OF HARD COPY & 1 pdf. EMAILED TO BUILDING@VILLAGEOFGREENWOODLAKE.ORG WITH PROPERTY ADDRESS IN HEADING.**

**FOR ANY PERMIT THAT MODIFIES THE YARD, IE: DECKS, ADDITIONS, FENCES, POOLS, DRIVEWAYS, RETAINING WALLS, ETC.**

**\*A SURVEY OR PLOT PLAN SHOWING THE NEW WORK AND IT'S RELATION TO THE PROPERTY LINES. \***

**FOR ANY PERMIT (ESTIMATED VALUE MORE THAN \$20,000)**

**\*SEALED PLANS PREPARED BY A DESIGN PROFESSIONAL**

**FOR ANY CONSTRUCTION PERMIT (ESTIMATED VALUE LESS THAN \$20,000)**

**\*PLANS PREPARED BY APPLICANT INCLUDING:**

**-PLOT PLAN**

**-SIDE VIEW**

**-FRONT VIEW**

**-TYPICAL SECTION**

**-RISER DIAGRAM OR ELECTRICAL PLAN**

**(WHEN APPLICABLE)**

# Village of Greenwood Lake

## Building Permit Application

Application is hereby made to the Building Department for the issuance of a Building Permit pursuant to the Code of the Village of Greenwood Lake and the State of New York. The applicant agrees to comply with all applicable laws, ordinances and regulations.

### Site Data

Residential Property  Commercial Property

Section: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_ Zone: \_\_\_\_\_ Acreage: \_\_\_\_\_ Single family: \_\_\_\_\_ Multifamily: \_\_\_\_\_  
# Existing bedrooms: \_\_\_\_\_ # Proposed bedrooms: \_\_\_\_\_ # Existing Bathrooms: \_\_\_\_\_ # Proposed Bathrooms: \_\_\_\_\_

Site Location: \_\_\_\_\_

Project Description: New construction  Addition  Renovation  Renewal of existing permit

Intended Use and Occupancy: \_\_\_\_\_

### Owners Information

Name: \_\_\_\_\_ Mailing Address: \_\_\_\_\_

Phone number: (\_\_\_\_) \_\_\_\_\_

Mobil Number: (\_\_\_\_) \_\_\_\_\_ E-mail: \_\_\_\_\_

### Contractors Information

Business Name: \_\_\_\_\_

Contractors Name: \_\_\_\_\_ Phone number: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_

### Architect/Engineer Information

Business name: \_\_\_\_\_

Architect/Engineer name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Mobil: (\_\_\_\_) \_\_\_\_\_

Survey YES NO Estimated cost of Job: \$ \_\_\_\_\_

Stamped plans for projects over 20,000.00 YES NO

Plans for ALL other projects YES NO

Workers compensation waiver YES NO

Workers compensation C-105.20 form YES NO

Zoning board variance needed YES NO

Planning board approval needed YES NO

Septic information current and in compliance YES NO

Any known violation on property YES NO

**\*NOTICE: All work must be inspected periodically throughout the job by the building inspector. Once all work is finished the permit must be properly closed out in order to receive a certificate of compliance or a certificate of occupancy. These certificates are for internal Code Enforcement and record keeping purposes only, pursuant to the Villages general duty to protect the public health safety and welfare. These certificates are issued solely with respect to the specific building permit application made said to the Village and does not imply compliance with all code. No person may rely on these certificates or any in acts or representations of the Village employees to establish any special relationship or duty with respect to the Village. Persons seeking to verify compliance with applicable laws and codes must independently establish such compliance certificates issued upon misinformation or mistake invalid.**

### Authorization:

State of \_\_\_\_\_ County of \_\_\_\_\_

Name, \_\_\_\_\_ being duly sworn deposes and says he/she is the owner and or contractor and is duly authorized to perform or have performed work and to make and file this application; that all statements are true to the best of his or 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 therewith

Sworn to before me

This \_\_\_\_\_ day of \_\_\_\_\_ Notary

Public \_\_\_\_\_

Owner/ Contractor \_\_\_\_\_

Print Name: \_\_\_\_\_

### FOR VILLAGE USE ONLY

Fee Paid: YES/NO Permit Approved: YES/NO Permit #: \_\_\_\_\_ Date issued \_\_\_\_/\_\_\_\_/\_\_\_\_

Expiration Date \_\_\_\_/\_\_\_\_/\_\_\_\_ ZBA approval Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Planning Board approval date \_\_\_\_/\_\_\_\_/\_\_\_\_

Existing Use and Occupancy: \_\_\_\_\_

Building Inspector Signature: \_\_\_\_\_