



TOWN OF AMENIA

BUILDING DEPARTMENT CONSTRUCTION APPLICATION

4988 Route 22, AMENIA, NY 12501

TEL: 845-373-8118 x102 FAX: 845-373-9826

E-MAIL: Building@ameniany.gov WEB: www.AmeniaNY.Gov

DATE _____ GRID # 01- _____ PERMIT # _____

OWNER _____ PHONE # _____

MAILING ADDRESS _____

BUILDER/CONTRACTOR _____

ADDRESS _____ PHONE NUMBER _____

CONSTRUCTION LOCATED _____ 911 # _____

CLASSIFICATION OF CONSTRUCTION _____ EST. VALUE _____

ZONED AREA _____ LOCATED WITHIN 100 YEAR FLOOD PLAIN _____

NAME OF SUBDIVISION _____ LOT # _____

SIZE OF CONSTRUCTION: _____ TYPE OF HEATING _____

HOUSE _____ SHED _____ BARN _____

DECK/PORCH _____ BASEMENT _____ ADDITION _____

DEMOLITION _____ COMERCIAL BUILDING _____

FIRE PLACE _____ WOODSTOVE _____

PLUMBING _____ OTHER _____

GARAGE _____ POOL _____

ATTACHED/DETACHED _____ IN-GROUND ABOVEGROUND _____

NUMBER OF FLOORS _____ HEIGHT OF CONSTRUCTION _____

SQUARE FOOTAGE OF STRUCTURE: _____ SETBACKS: _____

BASEMENT _____ FRONT LOT LINE _____

FIRST FLOOR _____ SIDE LOT LINE _____

SECOND FLOOR _____ REAR LOT LINE _____

ATTACHED GARAGE _____

TOTAL _____

I HEREBY CERTIFY THAT THE INFORMATION ABOVE IS TRUE AND ACCURATE.

SIGN: _____ SIGN: _____

OWNER

CONTRACTOR

MAIL APPLICATION TO:
TOWN OF AMENIA
TOWN BUILDING DEPT. 4988 ROUTE 22 AMENIA, NY 12501

CHECKS MADE PAYABLE TO: TOWN OF AMENIA
NO CASH ACCEPTED

APPLICANT AGREES NOT TO OCCUPY THIS SAID STRUCTURE UNTIL A CERTIFICATE OF OCCUPANCY/COMPLIANCE HAS BEEN ISSUED FOR SAME UPON COMPLETION THEREOF. IN COMPLIANCE HERewith, SAID PROPERTY SHALL BE USED FOR THE FOLLOWING PURPOSE AND NO OTHER.

OFFICE USE

CHARGEABLE FEES \$ _____ RECEIVED _____ 20 _____

CODE ENFORCEMENT OFFICER _____ DATE _____

POLICY ON CONSTRUCTION INSPECTIONS

Building Permit is, essentially, a contract which allows for construction in accordance with the approved plans and specification. **All requests for inspections should be made two (2) business days prior to all the actual inspection.** Depending upon work schedules, every effort will be made to perform the inspection within (24-48) hours of the formal request.

- 1) FOOTINGS/PIERS - When the excavations for the footings are completed and before the footings are poured;
- 2) FOUNDATIONS - when the foundation has been erected and rebar installed
- 3) WATER PROOFING & FOOTING DRAINS – with required anchor bolts installed and before any backfilling has taken place
- 4) FLOOR/SLABS- vapor barrier, rebar and wire mesh
- 5) FRAMING-completed (joist hangers, rafter ties and nail pattern. Fireplace footings & smoke shelf
- 6) HVAC/PLUMBING–Air, water or peppermint pressure test
- 7) ELECTRICAL INSPECTION- A third party electrical inspections is required before insulation is installed.
- 8) INSULATION - When insulation and vapor barrier is installed and before drywall;
- 9) FINAL - When all work is complete and before any occupancy of the building or structure and final electric.

Failure to request and obtain the required inspection may subject the permit holder not to receive a Certificate of Occupancy/Compliance.

In the case of renovations, repairs and alterations, some of these inspections may be suspended with. These cases will be dealt with in an individual manner.

NO CERTIFICATE OF OCCUPANCY/COMPLIANCE will be issued for any Building Permit until all required final inspections have been completed and the work has been accepted. **It is the responsibility of the owner/contractor to call for inspections when needed and understand the policy inspection.**

A SMALL SET OF PLANS IS REQUIRED FOR ASSESSORS OFFICE. A EXPIRED BUILDING PERMIT FEE WILL BE ISSUED FOR EXPIRED PERMIITS BUILDING PERMIT IS VALID FOR ONE YEAR OF DATE ISSUED.