Building & Plumbing Permit Application

- Submit the original and two (2) copies of the following:
  1. Application (application will not be accepted unless signed & notarized)
  2. Survey with proposed construction drawn indicating dimensions, etc.

FOUR SETS of stamped plans for RESIDENTIAL PROPERTIES
FIVE SETS of stamped plans for COMMERCIAL PROPERTIES

When using a contractor please supply:
  1. Workman’s Compensation Insurance
  2. Certificate of Liability Insured to the Incorporated Village of Patchogue
  3. Contractor’s license number & phone number

- Building/Plumbing permit fees to be determined and calculated by the Building Inspector upon review of plans.

*** If work has commenced without a building permit, fees will be doubled***

PRIOR TO THE ISSUANCE OF A CERTIFICATE OF OCCUPANCY, IT WILL BE NECESSARY TO FURNISH THIS OFFICE WITH THE FOLLOWING

- Final construction and/or plumbing inspection by the Building Inspector
- Electrical Underwriter’s Certificate when applicable
- Suffolk County Health approval when applicable
- Final survey when applicable
INCORPORATED VILLAGE OF PATCHOGUE
14 Baker Street, Patchogue, New York 11772
(631) 475-4300

APPLICATION FOR BUILDING PERMIT

Owner: ________________________________
Address: ________________________________
Telephone: ________________________________
E-mail Address: ________________________________

SECTION _____ BLOCK _____ LOT _____ DATE ______

THIS APPLICATION MUST BE APPROVED AND PERMIT ISSUED BEFORE BEGINNING WORK

The undersigned hereby applies for a permit to do the following work which will be done in accordance with the description, plans, building and zoning specifications submitted, and such special conditions as may be indicated on the permit, and pursuant to the Workmen's Compensation laws of this State of New York and all other State and Federal laws, rules and regulations.

Enclosures required are complete plans, specifications and survey.

PROPERTY ADDRESS: ________________________________
LOCATED BETWEEN ________________________________
AND ________________________________
LOT SIZE ________________________________ LOT AREA ________________________________ BUILDING SIZE ________________________________

PERMIT REQUESTED:
____ BUILDING ______ CERTIFICATE OF OCCUPANCY ______ CHANGE OF USE
____ DEMOLITION ______ PLUMBING ______ PERMIT RENEWAL

TYPE OF IMPROVEMENT:
____ NEW BUILDING ______ ADDITION/ALTERATION ______ SWIMMING POOL
____ REPAIR (REPLACEMENT) ______ BULKHEAD (NEW,REPAIR) ______ OTHER
____ FIRE ALARMS ______ OIL TANK REMOVAL

PROPOSED OR EXISTING USE - RESIDENTIAL:
____ ONE FAMILY ______ TWO FAMILY ______ APARTMENT BLDG. ______ TRANSIENT (HOTEL, MOTEL)
____ GARAGE OR ACCESSORY STRUCTURE ______ OTHER (SPECIFY)

NON RESIDENTIAL:
____ INDUSTRIAL ______ OFFICE, BANK, PROFESSIONAL ______ STORES, MERCANTILE
____ CHURCH, OTHER RELIGIOUS ______ HOSPITAL, INSTITUTIONAL ______ SCHOOL, LIBRARY
____ AMUSEMENT, RECREATIONAL ______ PARKING GARAGE ______ SERVICE STATION, REPAIR
____ TANKS, TOWERS ______ PUBLIC UTILITY ______ OTHER (SPECIFY)

PROPOSED ACTIVITY:
PROJECT COST: TOTAL ______ BUILDING ______ SITE WORK ______ LAND ______

RESTRICTIONS: Are there property covenants/conditions which would affect the development of this project? ______ Yes ______ No

CONTRACTOR OR THE PERSON RESPONSIBLE FOR SUPERVISION OF WORK:

__________________________  ____________________________  ____________________________
Name  License No.  Phone

PLEASE READ THE FOLLOWING STATEMENTS AND SIGN:
I, ____________________________________________, hereby certify that I have received, read and understand all of the enclosed instructions regarding the Building Permit Application for the Village of Patchogue and have filled this application out to the best of my ability.

I am fully informed that it is a violation of the Ordinances of the Village of Patchogue to occupy the dwelling to be erected on this property until a Certificate of Occupancy shall have been issued by the Village Building Inspector.

All proposed work to be done on the described premises and all provisions of the Building Code and Zoning Ordinance and all other laws pertaining to the proposed work shall be complied with, whether specified or not, and that such work is authorized by the owner.

Sworn before me this ____________________________ day of ____________________________, 20______

__________________________
(Owner, Owner's Agent, Architect, Contractor)

__________________________
(Notary Public, Suffolk County, New York)
## Plumbing Permit Application

<table>
<thead>
<tr>
<th>Total Number of Fixtures</th>
<th>Basement</th>
<th>1&lt;sup&gt;st&lt;/sup&gt; Floor</th>
<th>2&lt;sup&gt;nd&lt;/sup&gt; Floor</th>
<th>3&lt;sup&gt;rd&lt;/sup&gt; Floor</th>
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<tbody>
<tr>
<td>Water Clos.</td>
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<tr>
<td>Lavatories</td>
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<tr>
<td>Tub/Shower</td>
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<tr>
<td>Sink</td>
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<tr>
<td>Fut. Outlets</td>
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<tr>
<td>Other Fixtures</td>
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</tbody>
</table>

- Heat
- Air Conditioning
- Pub. Water
- Dom. Hot Water
- Well Water
- Sprinkler
- Solar Collector

### NOTES:
1. Permit must be obtained before work begins.
2. During construction, the site under construction must be kept free from unfastened amounts of litter & refuse.
3. All permits subject to applicable federal, state, county and local laws and regulations.

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**Signature of Contractor-Plumber**

County Home Improvement License #: ________________________________

Sworn to me before this

Day of ____________, 20__

__________________________________________

Notary Public

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**Signature of Property Owner**

Sworn to me before this

Day of ____________, 20__

__________________________________________

Notary Public
The following inspections will be required for all permits. It is the property owner’s responsibility to schedule all inspections with the Village of Patchogue’s Building Department at 631-475-4300. Please note, that there will be a 1-hour window for all inspection appointments.

- FOOTINGS
- FOUNDATION
- FRAMING
- STRAPPING
- PLUMBING
- ELECTRICAL
- INSULATION
- FINAL INSPECTION

A rough and final electrical inspection must be conducted by a licensed electrical underwriter and an Underwriter’s Certificate must be obtained and presented to the Building Inspector at the final inspection. No Certificate of Occupancy or Certificate of Compliance will be issued without an Underwriter’s Certificate.

When Suffolk County Health Department approval is required, No Certificate of Occupancy or Certificate of Compliance will be issued without an Underwriter’s Certificate.

I have read the inspection requirements and understand that it is my responsibility to contact the Village of Patchogue Building Department for all required inspections.

Date: ___________________  Signed: ___________________
CERTIFICATE OF OCCUPANCY CHECKLIST

Date: 

Applicant: 

Property Address: 

Suffolk County Tax Map No.:  Section:  Block:  Lot:  

Prior to the issuance of a Certificate of Occupancy or a Certificate of Compliance, it will be necessary to furnish this office with the following:

( ) Final Building Inspection from Building Inspector
( ) Final Plumbing Inspection from Building Inspector
( ) Copy of Final Survey (if applicable)
( ) Electrical Certificate
( ) Suffolk County Health Department Final Approval
( ) Final Approval from Fire Marshal
( ) Village Highway Department Approval
( ) Completion of Sewer if Applicable

This form must be handed in with your building permit application.

THIS IS A VIOLATION OF THE PATCHOGUE VILLAGE CODE TO OCCUPY A BUILDING WITHOUT A CERTIFICATE OF OCCUPANCY

14 Baker Street • Post Office Box 719 • Patchogue, New York 11772-0719 • Phone 631-475-4900 • Fax 631-475-4934
www.patchougenvillage.org
New York State has adopted a new set of building codes entitled, "The Building Code of the State of New York State" which will be in full effect as of January 1, 2003. The new code consists of several volumes that may be purchased by contacting the International Council of Building Officials (ICBO) at 1-800-284-4406. All applications submitted after January 1 must be designed in accordance with this code. It is required that an approved set of plans be on the construction site for all stages of construction. If these approved plans are not on site, the inspector may be forced to re-schedule your inspection.

All buildings in the Village of Patchogue are located in a 110 mph wind zone and must be designed in accordance with one of the following reference manuals:


All buildings within one mile of the ocean and bay are also in a Wind-Borne Debris region and glazed openings on the structures must be protected with glass meeting the large missile test certification or with structural shutters with attached hardware as required by the code. (Code Section 1609.1.4)

A full code analysis must be submitted on each set of plans.

This analysis must contain the following information:

1. Reference standard that was utilized in the design of the structure.
2. Floor area of each story and garage.
3. Design load calculations including live, dead, snow, seismic and wind (including uplift) and code conformance.
4. Window and door schedule showing conformance with emergency escape requirements and missile test requirement if applicable.
5. Energy calculations and required statement form design professional.
6. Nailing schedule for all structural elements and roof shingles.
7. Location of smoke detectors and carbon monoxide detector.

The following details must also be submitted on each set of plans:

1. All clips, straps and foundation anchorings that required.
2. All structural elements including columns, girders, joists, lintels, headers, wall and roof framing with dimensional lumber and engineered lumber sizes.
3. Load paths from roof to foundation.
4. Truss design drawings with calculations and attachment details.
5. Structural shutter and hardware design details if applicable.
6. Plumbing tier diagram.
NOTICE OF UTILIZATION OF TRUSS TYPE CONSTRUCTION,
PRE-ENGINEERED WOOD CONSTRUCTION AND/OR TIMBER
CONSTRUCTION IN RESIDENTIAL STRUCTURES
(In accordance with Title 19 NYCRR PART 1265)

OWNER OF PROPERTY, SUBJECT PROPERTY ADDRESS AND TAX MAP NUMBER:

PLEASE TAKE NOTICE THAT THE (CHECK ALL THAT APPLY):

☐ New Residential Structure
☐ Addition to Existing Residential Structure
☐ Rehabilitation to Existing Residential Structure

TO BE CONSTRUCTED OR PERFORMED AT THE SUBJECT PROPERTY REFERENCE ABOVE WILL UTILIZE
(check each applicable line):

☐ Truss Type Construction (TT)
☐ Pre-Engineered Wood Construction (PW)
☐ Timber Construction (TC)

IN THE FOLLOWING LOCATION(S) (CHECK APPLICABLE LINE):

☐ Floor Framing, Including Girders and Beams (F)
☐ Roof Framing (R)
☐ Floor Framing and Roof Framing (FR)

SIGNATURE: ___________________________ DATE: ________________

PRINT NAME: ___________________________

CAPACITY (Check One): ☐ Owner ☐ Owner's Representative
The construction type designation shall be "I", "II", "III", "IV", or "V" to indicate the construction classification of the structure under section 602 of the BCNYS Building Code Standards and Codes.

DESIGNATION FOR STRUCTURAL COMPONENTS THAT ARE OF TRUSS TYPE CONSTRUCTION

<table>
<thead>
<tr>
<th>Designation</th>
<th>Description</th>
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<tbody>
<tr>
<td>&quot;F&quot;</td>
<td>Floor Framing, Including Girders and Beams</td>
</tr>
<tr>
<td>&quot;R&quot;</td>
<td>Roof Framing</td>
</tr>
<tr>
<td>&quot;FR&quot;</td>
<td>Floor and Roof Framing</td>
</tr>
</tbody>
</table>