



MAYOR
PAUL V. PONTIERI, JR.
DEPUTY MAYOR
JOHN A. KRIEGER
VILLAGE CLERK
PATRICIA M. SEAL

INCORPORATED
VILLAGE OF PATCHOGUE

TRUSTEES
SUSAN BRINKMAN
LORI B. DEVLIN
SALVATORE P. FELICE
THOMAS E. FERB
JOSEPH E. KEYES, JR.

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, ect.

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

Applicant Leave Blank

Permit No.
Permit Issued
Permit Expires
Zoning District
Permit Fee
Decision

ZBA Pl.Bd. ARB

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

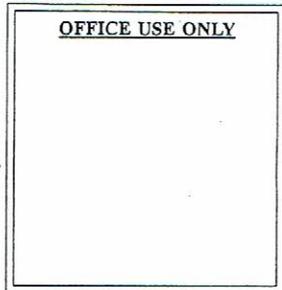
The undersigned hereby applies for a permit to do the following work which will be done in accordance with the description, plans, building and zoning specifications submitted, and such special conditions as may be indicated on the permit, and pursuant to the Workmen's Compensation laws of this State 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 X LOT AREA BUILDING SIZE X

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)

NONRESIDENTIAL:

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 Address 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 Signature

day of , 20

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

(Notary Public, Suffolk County, New York)

Plumbing Permit Application

Total Number of Fixtures	Basement	1 st Floor	2 nd Floor	3 rd Floor
Water Clos.				
Lavatories				
Tub/Shower				
Sink				
Fut. Outlets				
Other Fixtures				

- _____ 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.

Signature of Contractor-Plumber

County Home Improvement License #: _____
 Sworn to me before this

_____ Day of _____, 20____

 Notary Public

Signature of Property Owner

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

 Notary Public

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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: _____

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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**

REQUIREMENTS FOR RESIDENTIAL CONSTRUCTION PLANS

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 inspect.**

All building 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:

1. American Forest and Paper Association (AP & PA) **Wood Frame**

Construction Manual for One and Two Family Dwellings www.awc.org/

2. Southern Building Code Congress **International Standard for Hurricane**

Resistant Residential Construction www.sbcci.org/

3. American Society of Civil Engineers, **Minimum Design Loads for**

Buildings and Other Structures www.asce.org/

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 from 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 riser diagram.



VILLAGE OF PATCHOGUE
BUILDING/HOUSING DEPARTMENT
14 BAKER STREET, PATCHOGUE, NEW YORK 11772 (631) 475-4300

**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):

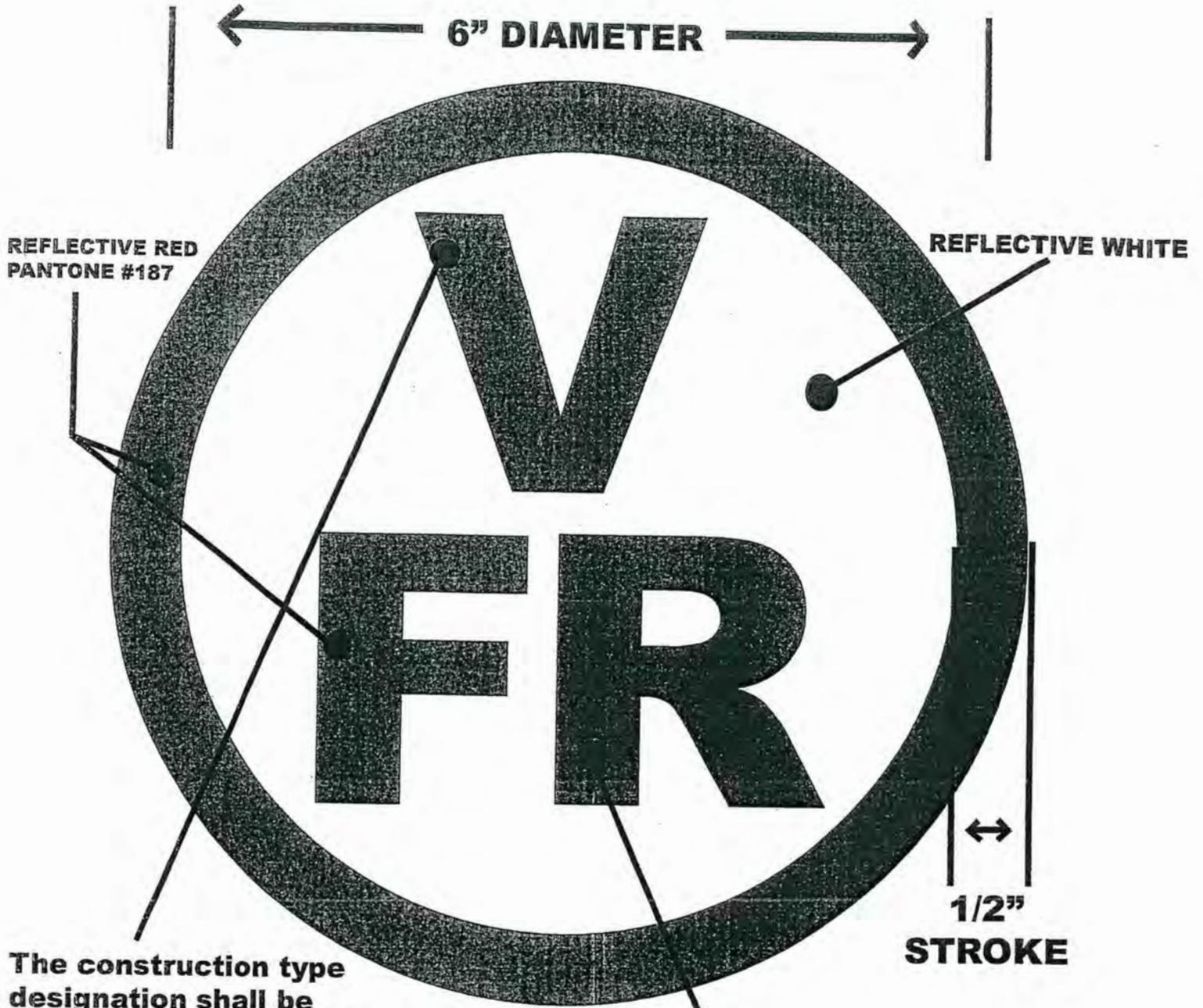
- Floor Framing, Including Girders and Beams (F)
- Roof Framing (R)
- Floor Framing and Roof Framing (FR)

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

DESIGNATION FOR STRUCTURAL COMPONENTS THAT ARE OF TRUSS TYPE CONSTRUCTION

"F"	FLOOR FRAMING, INCLUDING GIRDERS AND BEAMS
"R"	ROOF FRAMING
"FR"	FLOOR AND ROOF FRAMING

