

**AS PER THE
BUILDING
INSPECTOR:**

**ALL ITEMS REQUIRED FOR
PERMIT PROCESS**

**MUST BE INCLUDED OR
APPLICATION**

**WILL NOT BE
ACCEPTED**

(no exceptions)

**ANY QUESTIONS PLEASE CALL THE
BUILDING INSPECTOR @ (845) 831-
7800 ext 3321.**

BUILDING PERMIT APPLICATION

Application/Permit #

Application/Permit # [] [] - [] [] []

TOWN OF FISHKILL, COUNTY OF DUTCHESS, NEW YORK

The undersigned hereby applies for a permit to completely perform work in accordance with the description, plans, specifications and/or professionally prepared design standards and such conditions as may be indicated on the permit. The permit must be filled out completely and often requires the previous approvals of other agencies which must be included with the application. All provisions of the Town of Fishkill, local law and all other appropriate rules and regulations shall apply. The permit does not constitute authority to perform work in violation of any federal, state or local laws.

APPLICANT: _____

ADDRESS: _____ PHONE: _____

OWNER: _____

ADDRESS: _____ PHONE: _____

BUILDER: _____

ADDRESS: _____ PHONE: _____

BUILDING SITE LOCATION: _____

(Road: Town, County, State or Private)

TAX GRID NUMBER: #06 [] [] [] [] - [] [] - [] [] [] [] [] [] [] [] [] []

PROJECT: _____

(Check all that apply.)

- Construction of New Building
- Demolition
- Factory Manufactured Home
- Conversion - Change in Use/Occupancy
- Alteration
- Addition to Existing Building
- Repair to Existing Structure
- Installation/Replacement of Equipment and Systems
- Installation/Extension of Electrical Systems
- Pool - Above Ground: size _____
- Pool - In-Ground: size _____
- Garage, Attached
- Garage, Detached
- Noncommercial Storage Building (shed)
- Deck/Porch
- Solid Fuel Heating Device (woodstove, pellet stove, fireplace)
- Sign
- Other: _____

Size of Structure (dimensions): _____ Square Footage: _____

Height: _____ Number of Stories: _____ Number of Dwelling Units: _____

No. of Bedrooms: _____ No. of Bathrooms: _____ Finished Basement? _____

ZONING DISTRICT: _____ Fire District: _____

Proposed Setback Minimums:

Distance of structure from... Front Line: _____ Rear Line: _____ Left Side: _____ Right Side: _____

Road Frontage (feet): _____ Lot Area (acres): _____

- Planning Approval - Site Plan, Special Use, etc.
- Town Variance (attach ZBA resolution)
- State Variance (attach Board of Review resolution)
- Driveway Permit - Town, County, State DOT
- Water/Sewer District Approvals
- Wetland
- Flood Plain
- SAN 34 Form - Dept. of Health Approval
- Manufactured Home: Stamped and Signed Plans
- Trusses: Stamped and Signed Plans
- Energy Code Compliance Sheet
- Electrical Inspection Agency: Application Filed
- Attached Plot Plan or Survey
- INSURANCE / WORKERS COMPENSATION**

ESTIMATED COST OF PROJECT: _____

| | |
|-------------------|------------------|
| Zoning Dept. Use: | Bldg. Dept. Use: |
|-------------------|------------------|

[] FEE: Deposit: _____ Balance: _____ Total: _____

The undersigned applicant is responsible to notify the Town and hereby consents by the execution of this application to all necessary inspections to be made by the Building and Zoning Department of the Town of Fishkill. It is the responsibility of the applicant and design professional to contact the Building Department and supervise, certify all work changed from the original plans to be appropriately recorded and approved. It is understood that authorization is hereby given for the Building Inspector/Zoning Administrator to enter premises for purposes of inspection any time prior to the issuance of the Certificate of Occupancy.

All inspections are listed on Building Permit.

All applications MUST be complete before review by an Inspector.

MINIMUM 72 HOURS FOR PERMIT TO BE ISSUED

Signature (Owner, Builder, Agent)

Date

Demolition Permit
Town of Fishkill, N.Y.

Permit# _____ Grid# _____ Zone _____

Demolition Site _____

Owner of Land/Bldg. _____

Owner Address _____ Phone # _____

Demolition Co. _____

Demolition Co. Address _____ Phone # _____

Demolition Co. Insurance _____

Estimated Date of Completion _____ Material Disposition _____

No. of Stories _____ Demolition by Fire yes _____ no _____

Building Permit# of applicable _____ Date of Building Permit _____

Gas/Oil disconnect date _____

Electric disconnect date _____

Sanitary disconnect date _____

Received _____

File Date _____

Building Inspector, Town of Fishkill, N.Y.

DEMOLITION INFORMATION

TOWN OF FISHKILL, COUNTY OF DUTCHESS, NEW YORK

Application/Permit #

□ □

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□ □ □ □

DEMOLITION WORK

COMPANY: _____

ADDRESS: _____

_____ PHONE: _____

MATERIAL DEPOSITION

HAULER: _____

ADDRESS: _____

_____ PHONE: _____

UTILITY DISCONNECTIONS

| Utility: | Currently Exists: | |
|-----------|------------------------------|-----------------------------|
| GAS / OIL | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| ELECTRIC | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| WATER | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| SEWER | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| _____ | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| _____ | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Date of Disconnection:

NOTES: _____

Signature (Owner, Builder, Agent)

Date

WORKERS COMPENSATION AND DISABILITY INSURANCE REQUIREMENTS

TOWN OF FISHKILL, COUNTY OF DUTCHESS, NEW YORK

New York State law requires an applicant for a Building Permit to submit proof of Workers Compensation Insurance and proof of Disability Insurance. This proof must be on the following forms:

For Workers Compensation

C-105.2

U-26.3

SI-12

GSI-105.2

For Disability

DB-120.1

DB-155

ONLY THE ABOVE FORMS ARE ACCEPTABLE. BE ADVISED THAT "ACORD" FORMS ARE NOT ACCEPTABLE AS PROOF OF WORKERS COMPENSATION OR DISABILITY COVERAGE.

You can get the proper forms from your insurance company.

If you are a homeowner doing your own work on your own house, you may be eligible for exemption from the above requirements. Please ask us for a homeowner's exemption form.

If you are a business of one or two persons, with no full-time employees, you may be eligible for exemption from the above requirements. Please acquire form #CE-200 from your local office of the Workers Compensation Board.

We also require

**CERTIFICATE OF LIABILITY
Naming Town of Fishkill additionally insured
or
Certificate Holder**

Affidavit of Exemption to Show Specific Proof of Workers' Compensation Insurance Coverage for a 1, 2, 3 or 4 Family, Owner-occupied Residence

*****This form cannot be used to waive the workers' compensation rights or obligations of any party.*****

Under penalty of perjury, I certify that I am the owner of the 1, 2, 3 or 4 family, **owner-occupied** residence (including condominiums) listed on the building permit that I am applying for, and I am not required to show specific proof of workers' compensation insurance coverage for such residence because (please check the appropriate box):

- I am performing all the work for which the building permit was issued.
- I am not hiring, paying or compensating in any way, the individual(s) that is(are) performing all the work for which the building permit was issued or helping me perform such work.
- I have a homeowners insurance policy that is currently in effect and covers the property listed on the attached building permit AND am hiring or paying individuals a total of less than 40 hours per week (aggregate hours for all paid individuals on the jobsite) for which the building permit was issued.

I also agree to either:

- ◆ acquire appropriate workers' compensation coverage and provide appropriate proof of that coverage on forms approved by the Chair of the NYS Workers' Compensation Board to the government entity issuing the building permit if I need to hire or pay individuals a total of 40 hours or more per week (aggregate hours for all paid individuals on the jobsite) for work indicated on the building permit, or if appropriate, file a CE-200 exemption form; OR
- ◆ have the general contractor, performing the work on the 1, 2, 3 or 4 family, **owner-occupied** residence (including condominiums) listed on the building permit that I am applying for, provide appropriate proof of workers' compensation coverage or proof of exemption from that coverage on forms approved by the Chair of the NYS Workers' Compensation Board to the government entity issuing the building permit if the project takes a total of 40 hours or more per week (aggregate hours for all paid individuals on the jobsite) for work indicated on the building permit.

(Signature of Homeowner)

(Date Signed)

(Homeowner's Name Printed)

Home Telephone Number _____

Property Address that requires the building permit:

| |
|--|
| <p><i>Sworn to before me this _____ day of _____, _____.</i></p> <p>_____ <i>(County Clerk or Notary Public)</i></p> |
|--|

Once notarized, this BP-1 form serves as an exemption for both workers' compensation and disability benefits insurance coverage.

LAWS OF NEW YORK, 1998
CHAPTER 439

The **general municipal law is amended by adding a new section 125** to read as follows:

125. ISSUANCE OF BUILDING PERMITS. NO CITY, TOWN OR VILLAGE SHALL ISSUE A BUILDING PERMIT WITHOUT OBTAINING FROM THE PERMIT APPLICANT EITHER:

1. PROOF DULY SUBSCRIBED THAT WORKERS' COMPENSATION INSURANCE AND DISABILITY BENEFITS COVERAGE ISSUED BY AN INSURANCE CARRIER IN A FORM SATISFACTORY TO THE CHAIR OF THE WORKERS' COMPENSATION BOARD AS PROVIDED FOR IN SECTION FIFTY-SEVEN OF THE WORKERS' COMPENSATION LAW IS EFFECTIVE; OR

2. AN AFFIDAVIT THAT SUCH PERMIT APPLICANT HAS NOT ENGAGED AN EMPLOYER OR ANY EMPLOYEES AS THOSE TERMS ARE DEFINED IN SECTION TWO OF THE WORKERS' COMPENSATION LAW TO PERFORM WORK RELATING TO SUCH BUILDING PERMIT.

Implementing Section 125 of the General Municipal Law

1. General Contractors -- Business Owners and Certain Homeowners

For **businesses and certain homeowners listed as the general contractors on building permits**, proof that they are in compliance with Section 57 of the Workers' Compensation Law (WCL) is **ONE** of the following forms that indicate that they are:

- ◆ insured (C-105.2 or U-26.3),
- ◆ self-insured (SI-12), or
- ◆ are exempt (CE-200),

under the mandatory coverage provisions of the WCL. Any residence that is not a **1, 2, 3 or 4 Family, Owner-occupied Residence** is considered a business (income or potential income property) and must prove compliance by filing one of the above forms.

2. Owner-occupied Residences

For homeowners of a **1, 2, 3 or 4 Family, Owner-occupied Residence**, proof of their exemption from the mandatory coverage provisions of the Workers' Compensation Law when applying for a building permit is to file form BP-1 (12/08).

- ◆ Form BP-1 shall be filed if the homeowner of a **1, 2, 3 or 4 Family, Owner-occupied Residence** is listed as the general contractor on the building permit, and the homeowner:
 - ◇ is performing all the work for which the building permit was issued him/herself,
 - ◇ is not hiring, paying or compensating in any way, the individual(s) that is(are) performing all the work for which the building permit was issued or helping the homeowner perform such work, or
 - ◇ has a homeowner's insurance policy that is currently in effect and covers the property for which the building permit was issued AND the homeowner is hiring or paying individuals a total of less than 40 hours per week (aggregate hours for all paid individuals on the jobsite) for the work for which the building permit was issued.
- ◆ If the homeowner of a **1, 2, 3 or 4 Family, Owner-occupied Residence** is hiring or paying individuals a total of **40 hours or MORE** in any week (aggregate hours for all paid individuals on the jobsite) for the work for which the building permit was issued, then the homeowner may not file the "Affidavit of Exemption" form, BP-1(12/08), but shall either:
 - ◇ acquire appropriate workers' compensation coverage and provide appropriate proof of that coverage on forms approved by the Chair of the NYS Workers' Compensation Board to the government entity issuing the building permit (the C-105.2 or U-26.3 form), OR
 - ◇ have the general contractor, (performing the work on the 1, 2, 3 or 4 family, **owner-occupied** residence (including condominiums) listed on the building permit) provide appropriate proof of workers' compensation coverage, or proof of exemption from that coverage on forms approved by the Chair of the NYS Workers' Compensation Board to the government entity issuing the building permit.

ABBREVIATED SUMMARY OF PERMIT FEES - COMMERCIAL

TOWN OF FISHKILL, COUNTY OF DUTCHESS, NEW YORK

DEMOLITION PERMITS

Building and/or Structural Demolition:

Minimum Fee (includes work covering up to and including 250 square feet): \$75.00
Add to minimum fee for each square foot, or fraction thereof, exceeding 250 square feet: \$0.10/sq.ft.

Demolition or Removal of Building Features other than Structural (ex: mechanical, etc.):

Minimum Fee (includes work with an estimated value of up to \$5,000): \$75.00
Add to minimum fee for each \$1,000 of value, or fraction thereof, exceeding \$5,000: \$5.00/\$1K

COMMERCIAL BUILDING PERMITS

Minimum Fee (includes work with an estimated value of up to \$5,000): \$250.00
Then add for each \$1,000 of value over \$5,000 and up to \$1,000,000: \$12.00/\$1K
Then add for each \$1,000 of value over \$1,000,000 and up to \$5,000,000: \$10.00/\$1K
Then add for each \$1,000 of value over \$5,000,000 and up to \$10,000,000: \$8.00/\$1K
Then add for each \$1,000 of value over \$10,000,000 and up to \$15,000,000: \$6.00/\$1K
Then add for each \$1,000 of value over \$15,000,000: \$4.00/\$1K

MISCELLANEOUS FEES – COMMERCIAL

Retroactive Work (in additional to above fees for each occurrence): \$250.00 PLUS
Additional fee required to submit a Building Permit application or amendment to a Building Permit for work commenced or completed prior to approval of such Building Permit or amendment: 10% of the Cost of Construction

Electrical Work Only:

Temporary Construction/Office Trailer (requires Planning approval): \$75.00 each
Sign - New Construction/Installation/Electric - (separate Zoning Permit is also required): \$125.00/year
\$150.00 each

Re-inspection Fee (for re-scheduling of inspections, assessed at the discretion of the Building Inspector): \$75.00 each

Inspection Request/Zoning Compliance (per inspection/inspector) \$75.00 each

Inspection Request (after/before business hours-per inspection/inspector) \$150.00/hour

Municipal Files Commercial Searches (transcript of records only): \$300.00 each

Municipal Files Commercial Searches (transcript of records only): Single Occupancy over 5000 sq ft \$500.00 each

Municipal Files Commercial Searches (transcript of records only): Each additional occupancy \$100.00 each

Additional fee for an on-site verification inspection: \$75.00 each

Temporary Certificate of Occupancy (may require bonding): \$75.00 each

for first 3-month period: \$100.00

for second 3-month period: \$200.00

for third 3-month period: \$300.00

Land Development Permit (Chapter 78 - not associated with Planning Board action) \$100.00

Top Soil & Excavation Permit (Chapter 128-5A applications only) \$100.00

Fire Hydrant Permit (Non-Firematic Use) – Permit \$250.00

Fire Hydrant Permit (Non-Firematic Use) – Escrow until water bill issued \$250.00

Note 1:

Applications for building permits are expected to accurately estimate the true cost of the construction. Estimated cost should reflect all of the construction costs associated with the improvement. The following will specify costs to be included and those costs which should not be included.

Costs to be Included:

Architect's fees, footings, foundations, excavation, septic systems, utilities, water, transportation and setting costs for modular buildings, and finally, the total labor, materials, and/or purchase price of the building or improvement.

Costs Not to be Included:

Purchase price of the land and surveying, subdivision costs and fees, road construction and general site improvement, appliances, and furniture.

Note 2:

Building Permit Fees may be permitted to be refunded at the rate of fifty percent (50%) of application cost if the Building Permit application is denied. See Chapter 50-10.

Note 3: Performance of Work Under Permit (Expiration Dates)

If construction has not begun within the first year from date of Permit issuance, the Permit is null and void. If construction has begun within the first year from date of Permit issuance but is not completed by the end of two (2) years from date of Permit issuance, the Building Permit must be renewed and the fee for one (1) additional year shall not exceed 50% of the original fee. After 3rd year the renewal fee will be the full fee according to the current fee schedule.