

MANDATORY INSPECTIONS

1. Foundation footings, before pouring concrete.
2. Foundation walls, before pouring concrete.
3. Foundation water proofing and drainage, before backfill.
4. Concrete floor slabs, before pouring concrete.
5. Rough framing, building enclosed on exterior.
6. Rough electrical wiring installed and inspected by one of the following agencies:
 - A) New York Board of Fire Underwriters.
 - B) Atlantic – Inland, Inc. – New York
 - C) Middle Department Inspection Agency
7. Rough Plumbing installed and insulation installed, before closing any walls on the interior.
8. Septic system installed, inspected and approved by New York City Board of Water Supply, before covering system.
9. Fire inspection of heating system, chimneys, wood stoves, fireplace, smoke detectors, etc.
10. Final electrical inspection and approval by one of the agencies listed in item #6 above.
11. Final inspection by building inspector.

It is the responsibility of the contractor at the site to call for inspections (24) hours in advance, if possible.

Before issue of a Certificate of Occupancy, compliance with all of the above inspections is required.

**Town of Andes
BUILDING PERMIT APPLICATION**

Physical Address: 115 Delaware Ave, Andes NY 13731

Town of Andes Office of the Building Inspector P.O. Box 132 Andes NY 13731

Office: (845) 676 4707

Email: Andesbuildingandcode@gmail.com

**FAILURE TO OBTAIN A BUILDING PERMIT PRIOR TO STARTING WORK MAY
RESULT IN A \$200 FEE OR DOUBLE THE PERMIT COST**

PERMIT APPLICATIONS **MUST** BE ACCOMPANIED WITH THE FOLLOWING:

- 1) SITE PLANS to include the following:
 - A. Location of all buildings on site
 - B. Location of proposed structure
 - C. Location of all utilities, including wells and springs
 - D. Location of water ways and ponds
 - E. Set backs from all boundaries
 - F. Distance from center of road, side and rear set backs
 - G. Location of sewer system
- 2) WORKING DRAWINGS to include the following:
 - A. Footings
 - B. Foundation
 - C. Framing
 - D. Plumbing layout
 - E. Electrical layout
 - F. Heating system
 - G. Mechanical systems
- 3) SINGLE FAMILY residential buildings 1500 square feet or less, not including garages, carports, porches, cellars, or uninhabitable basements or attics do not require plans, drawing and specifications relating to the construction or alteration of buildings or structures to have an engineer or architecture seal. Alterations, costing \$20,000 or less do not require the seal of an engineer or architect, if these alterations do not involve changes affecting the structural safety or public safety of the building or structure.
- 4) Copy of soils report for new construction, contact **DEP** (607)363-7010.
- 5) All electrical work shall be inspected by a certified electrical inspector.
- 6) Manufactured/Mobile and Modular homes shall have a HUD certification plate.
- 7) Application shall be signed; incomplete applications will not be approved.
- 8) Changes during construction shall have prior approval.
- 9) Owner/agent is responsible for notifying the code enforcement officer to schedule inspections.
- 10) Applications will be approved or denied within 20 days of receipt.
- 11) Permits are good for one year. After one year permits shall be renewed or closed out.
- 12) Make checks payable to: **Town of Andes.**
- 13) The general contractor shall provide proof of workers compensation & disability benefits insurance or sign an affidavit of exemption before a building permit can be issued.

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 homeowner's 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 WC/DB-100 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:

Sworn to before me this _____ day of _____

(County Clerk or Notary Public)

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

Town of Andes
BUILDING PERMIT APPLICATION

Office Use

Permit # _____
flood plain _____ fee \$ _____
ck. # _____ cash _____

OWNERS NAME _____ TELE. # _____
MAILING _____ TAX MAP# _____
ADDRESS _____

___ BUILT HOME	___ ACCESSORY	___ WOOD STOVE	___ COMMERCIAL
___ MODULAR	___ CARPORT	___ PELLET STOVE	___ INDUSTRIAL
___ DOUBLEWIDE	___ POLE BUILDING	___ GAS STOVE	___ AGRICULTURAL
___ SINGLEWIDE	___ SWIMMING POOL	___ RENOVATION	___ USE _____
___ GARAGE	___ ADDITION	___ OTHER _____	
___ DECK/PORCH	___ DEMOLITION		
___ SHED	___ REMOVAL		

ROAD FRONTAGE _____ ' ACRES _____ LOCATION OF STRUCTURE FROM: CENTER
OF ROAD _____ ' RIGHT PROP. LINE _____ ' LEFT PROP. LINE _____ ' REAR PROP.
LINE _____ ' _____

STRUCTURE WIDTH _____ ' LENGTH _____ ' HEIGHT _____ ' NO. OF STORIES _____
TOTAL SQUARE FEET _____

TYPE OF FOUNDATION: BASEMENT _____ HABITABLE _____
UNINHABITABLE _____ CRAWL SPACE _____ SLAB _____ DEPTH OF FOOTERS _____

STRUCTURE MADE OF: WOOD _____ CONCRETE _____ OTHER _____
DIMENSIONS FOR: FLOOR JOIST _____ SPACING _____ DECKING _____
WALL STUDS _____ SPACING _____ SHEETING _____
RAFTERS _____ SPACING _____ LIVE LOAD _____ #psf SHEETING _____

INSULATION: FOUNDATION R _____ FLOOR R _____ WALLS R _____ CEILING R _____

NUMBER OF BEDROOMS _____ NUMBER OF BATHS _____

ELECTRIC _____ NEW _____ REPAIR _____ SIZE OF SERVICE _____
ENTERING BUILDING: OVERHEAD _____ UNDERGROUND _____

CHIMNEY _____ MASONRY _____ DEPTH OF FOOTER _____
EXTERIOR FINISH _____ FLUE SIZE _____ METAL _____ DIAMETER _____

TYPE OF APPLIANCE SERVED _____ SPARK ARRESTOR _____
RAIN CAP _____

STOVE OR FIREPLACE: WOOD _____ PELLET _____ GAS _____ BTU _____
MANUFACTURER _____ CLEARANCE FROM WALL _____

FURNACE _____ BOILER _____ MANUFACTURER _____
BTU _____ FUEL TYPE _____ ELECTRIC HEAT _____

SIGN _____ ACCESSORY _____ GENERAL ADVERTISING _____ SIZE _____
SQUARE FEET _____ TOTAL HEIGHT _____

ROOF: SLOPED _____ FLAT _____ MATERIAL _____ %RESURFACED _____
MATERIAL _____ SQUARE FEET _____

NATURE OF PROPOSED WORK (describe completely)

ESTIMATED COST \$ _____

NAME AND ADDRESS OF
GENERAL CONTRACTOR _____

SUBMITTED HERewith ARE DIMENSIONED PLANS SHAPE, SIZE AND LOCATION
OF PROPOSED STRUCTURE ON PROPERTY. THE PERMITTEE IS RESPONSIBLE FOR
OBTAINING ANY OTHER PERMITS AND APPROVALS FROM ANY OTHER AGENCY
THAT MAY BE REQUIRED FOR THIS PROJECT. **OWNER/AGENT IS RESPONSIBLE
FOR NOTIFYING THE CODE ENFORCEMENT OFFICER TO SCHEDULE
INSPECTIONS.**

OWNER/AGENT: _____ DATE _____
(Signature)

PERMIT: APPROVED _____ AND PERMISSION GRANTED SUBJECT TO ALL STATE
AND LOCAL LAWS.

DISAPPROVED _____ REASON: _____

DATE _____ CEO/BUILDING INSPECTOR _____