

# TOWN OF BLOOMING GROVE BUILDING DEPARTMENT

P O BOX 358, BLOOMING GROVE, NY 10914

Phone (845) 496-7011 X725 Fax (845) 496-1945

## RESIDENTIAL DWELLING PERMIT APPLICATION

Date \_\_\_\_\_ Section \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_ Permit # \_\_\_\_\_

Applicant Name \_\_\_\_\_

Applicant Type (circle one): Owner, Builder, Architect, Realtor, \_\_\_\_\_

Owner Name \_\_\_\_\_ Phone # \_\_\_\_\_

Mail Address \_\_\_\_\_

City/State/Zip Code \_\_\_\_\_

Property Address/Location \_\_\_\_\_

Occupancy: \_\_\_\_\_ Fireplace: Yes \_\_\_\_\_ No \_\_\_\_\_

Source of water: Well \_\_\_\_\_ Town \_\_\_\_\_ Sewage Disposal System: Septic \_\_\_\_\_ Town \_\_\_\_\_

### PERMIT FEE:

Square Feet – Living Space \_\_\_\_\_ X \$70.00 = Est. Cost Construction \$ \_\_\_\_\_

1% Cost of Construction = Permit Fee \$ \_\_\_\_\_ OR \$100.00 minimum

**Septic Review Fee: \$250.00 PLEASE NOTE:** If a septic inspection is requested and the inspection fails or the contractor is not ready, an **additional \$150.00** will be due.

**Driveway Permit** – if applicable, must submit copy with application.

Architect Name \_\_\_\_\_ Phone # \_\_\_\_\_

Contractor Name \_\_\_\_\_ Phone # \_\_\_\_\_

- **Must submit copy of Worker's Compensation & liability insurance naming the Town of Blooming Grove as Certificate Holder & Additional Insured.**

Electrician Name \_\_\_\_\_ Phone # \_\_\_\_\_

- **Must submit copy of Orange County Electric License**

\_\_\_\_\_  
*Applicant's Signature*

***PLEASE BE ADVISED: It is the owner/applicant's responsibility to submit proper paperwork, schedule inspections and re-inspections (if necessary) and to properly close out the permit. A building permit expires one year from the issue date. There will be a \$125.00 fee to close out and issue a CO for an expired permit.***

**TOWN OF BLOOMING GROVE  
COUNTY OF ORANGE**

**OFFICE OF BUILDING INSPECTOR  
AFFIDAVIT OF APPLICANT**

**SECTION** \_\_\_\_\_ **BLOCK** \_\_\_\_\_ **LOT** \_\_\_\_\_

**Premises** \_\_\_\_\_

**State of New York:**  
**SS:**  
**County of Orange:**

\_\_\_\_\_, being duly sworn deposes and  
(Name of individual signing application)  
says that he/she is the applicant named above.

He/She is the \_\_\_\_\_ and is duly authorized to perform or  
(owner, contractor, agent, etc.)  
have performed the said work and to make and file this application; that all statements  
contained in this application are true to the best of his/her knowledge and belief, and that  
the work will be performed in the manner set forth in the application and in the plans and  
specifications filed therewith.

That the deponent will comply with Section 125 of the General Municipal Law that  
requires any individual applying for a Building Permit prove to the building department  
that he/she is in compliance with mandatory coverage provision of the Workmen's  
Compensation Law.

\_\_\_\_\_  
Signature

Sworn to me before this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
**NOTARY PUBLIC**

**TOWN OF BLOOMING GROVE  
COUNTY OF ORANGE**

**APPLICATION FOR BUILDING PERMIT**

Permit # \_\_\_\_\_ S/B/L \_\_\_\_\_

**APPLICATION IS HEREBY MADE to the Building Inspector for the issuance of a Building Permit pursuant to the Building Codes of the State of New York and the Town of Blooming Grove Municipal Code for the construction of buildings, additions, removal and demolition, as herein described.**

**The applicant agrees to comply with all applicable Laws, Ordinances and Regulations. I certify that I have read this and understand all instructions of this building permit application.**

\_\_\_\_\_  
Signature

Sworn to me before this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
**NOTARY PUBLIC**

# **NEW RESIDENTIAL DWELLINGS**

## **INSPECTION SCHEDULE**

### ***24 HOUR ADVANCE NOTICE IS REQUIRED***

- 1) Permitted work shall be required to remain accessible and exposed until inspected and accepted by the Town Engineer, Building Inspector or his/her agent enforcing the uniform code. Permit holder shall be required to notify Building Department when construction work is ready for inspection.
  
- 2) Provisions shall be made for inspections of the following elements of the construction process, where applicable:
  - (a) Footings – forms are free of water, mud, ice, rocks and/or loose soil
  - (b) Foundation Walls – prior to pouring
  - (c) Footing Drains
  - (d) Slab & Underground Plumbing
  - (e) Rough Plumbing
  - (f) Plumbing Test
  - (g) Framing
  - (h) Sheathing
  - (i) Roof – Ice Shield – prior to shingles
  - (j) Insulation & Energy Code Compliance – including duct work
  - (k) Sheetrock
  - (l) Fire Resistant Penetrations
  - (m) Solid Fuel Burning Heating Appliances – including chimneys, flues & gas vents
  - (n) Prior to Final Inspection:
    - Final Septic & Well Inspection by Town Engineer
    - Final Driveway Inspection by Highway Dept. (if applicable)
    - Final Electrical Certification by Town Authorized Electrical Inspector
  - (o) Final Inspection after all work authorized by the Building Inspector has been completed
  
- 3) After inspection, it is the permit holder/contractor's responsibility to call the Building Dept. to verify approval of final inspection or what work fails to comply with the uniform code. Construction work not in compliance with the code provisions shall be required to remain exposed until it has been brought into compliance with the code, been re-inspected and found to be satisfactory as completed.

**WELL FACILITIES**

SECTION \_\_\_\_\_ BLOCK \_\_\_\_\_ LOT \_\_\_\_\_

PERMIT # \_\_\_\_\_

PROPERTY ADDRESS \_\_\_\_\_

***SYSTEM TO BE DESIGNED BY A LICENSED ENGINEER***

ENGINEER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE #: \_\_\_\_\_

WELL DRILLER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE #: \_\_\_\_\_

**UPON COMPLETION, THE WELL DRILLER'S LOG AND  
FINAL WATER TEST RESULTS MUST BE SUBMITTED  
FOR TOWN ENGINEER APPROVAL.**

**SEWAGE DISPOSAL FACILITIES**

SECTION \_\_\_\_\_ BLOCK \_\_\_\_\_ LOT \_\_\_\_\_

PERMIT # \_\_\_\_\_

PROPERTY ADDRESS \_\_\_\_\_

***SYSTEM TO BE DESIGNED BY A LICENSED ENGINEER***

ENGINEER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE #: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE #: \_\_\_\_\_

**UPON COMPLETION, THE FINAL AS-BUILT AND ENGINEER  
CERTIFICATION LETTER MUST BE SUBMITTED FOR TOWN  
ENGINEER APPROVAL.**

**PLEASE BE ADVISED:**

**If the Building Inspector must return to a property a third time for the same type of inspection because the first two inspections failed or the work was not ready/done on time – there will be a \$100.00 charge for each additional time the Inspector must return to do repeat inspections.**

## **Issuance of Certificate of Occupancy or Certificate of Compliance**

- 1) Certificates of Occupancy or Certificates of Compliance shall be required for any work which is the subject of a building permit and for all structures, buildings or portions thereof, which are converted from one use or occupancy classification or sub classification to another. Permission to use or occupy a building or structure, or portion thereof, for which a building permit was previously issued shall be granted only by issuance of a Certificate of Occupancy or a Certificate of Compliance.
- 2) Issuance of a Certificate of Occupancy or a Certificate of Compliance shall be preceded by an inspection of the building, structure or work. Where applicable, a written statement of structural observation and final report of special inspections, prepared in accordance with the provisions of the Uniform Code, must be received prior to the issuance of the certificate. Also, all affidavits of construction required by the Town be completed, and where applicable, flood hazard certifications, prepared in accordance with the Uniform Code must be received prior to the issuance of the certificate.
- 3) Temporary Occupancy: A certificate allowing temporary occupancy of a structure may not be issued prior to the completion of the work which is the subject of a building permit, unless the structure or portions thereof may be occupied safely, any fire-and smoke-detecting or fire protection equipment which has been installed is operational, and all required means of egress from the structure have been provided. The effectiveness of a temporary certificate shall be limited to a specified period of time during which the permit holder shall undertake to bring the structure into full compliance with applicable provisions of the Uniform Code.
- 4) If applicable, Planning Board requirements must be met and inspected by Planning Board Engineer;
- 5) A 911 address and street signs to be in place as per code;
- 6) A Certificate of Occupancy or Certificate of Compliance issued in error or on the basis of incorrect information shall be suspended or revoked if the relevant deficiencies are not corrected within a specified period time.
- 7) All final inspections, final paper work and Fee's must be filed with the Building Department prior to the issuance of a certificate.