Village of Babylon
Building Permit Application

153 W. Main St., Babylon, NY 11702 Telephone: (631) 669-1300 Fax: (631) 669-1236

DATE _____ SECTION _____ BLOCK _____ LOT _____

For Office Use Only

APPLICATION NO. _____ PERMIT NO. _____ PERMIT FEE _____ RECEIPT NO. _____

EXPIRATION DATE _____ RENEWAL DATE _____ APPROVED BY _____ DATE ISSUED _____

PROPERTY ADDRESS _____

PROPERTY OWNER _____ Private ___ Public ___

APPLICANT _____ PHONE NUMBER _____

APPLICANT ADDRESS _____ EMAIL _____

CONTRACTOR'S NAME _____

ADDRESS _____ PHONE NUMBER _____

REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE

NAME _____

COMPANY _____

ADDRESS _____ PHONE _____

- ☐ **NEW** SINGLE FAMILY DWELLING
- ☐ **NEW** MULTI-FAMILY DWELLING
- ☐ **NEW** COMMERCIAL BUILDING
- ☐ **ALTERATION** SINGLE FAMILY DWELLING
- ☐ **ALTERATION** MULTI-FAMILY DWELLING
- ☐ **ALTERATION** COMMERCIAL BUILDING
- ☐ **ADDITION** SINGLE FAMILY DWELLING
- ☐ **ADDITION** MULTI-FAMILY DWELLING
- ☐ **ADDITION** COMMERCIAL BUILDING
- ☐ **REPAIR** SINGLE FAMILY DWELLING
- ☐ **REPAIR** MULTI-FAMILY DWELLING
- ☐ **REPAIR** COMMERCIAL BUILDING
- ☐ CHANGE OF USE
- ☐ ACCESSORY STRUCTURE
- ☐ **RELOCATION** OF EXISTING BUILDING
- ☐ OTHER _____

DESCRIBE, IN DETAIL, THE WORK TO BE PERFORMED

_____

_____

_____

_____

_____

INFORMATION REQUIRED FOR OBTAINING A BUILDING PERMIT

1. Four (4) copies of the Building Permit application filled out completely.

2. Four (4) sets of Construction plans (signed and sealed) drawn to scale, indicating the proposed work. (Signed and sealed plans not required if cost of construction does not exceed $20,000.)

   - All plans must provide building area calculations for existing and proposed/modified areas in square feet.
   - If any changes are made during construction, a new signed and sealed drawing must be submitted indicating the changes made.
   - Approved plans are to remain on the job site and are to be made available during each inspection.

3. Four (4) copies of a survey dated within two years indicating the work to be performed and indicating all structures, yard requirements, and zoning district.

   - An updated **Final Survey** is required to obtain a Certificate of Occupancy

4. A copy of any/all Planning Board Approvals-if required

5. A copy of any/all Zoning Board of Appeals Approvals-if required

6. Proof of ownership copy of deed or tax bill. (if recent changes in ownership).

7. Payment of Building Permit Fee as calculated from the Village's Permit Fee Schedule.

8. Proof of insurance of all contractors (Worker's Compensation, Disability & Liability).

   - Acceptable Workers' Compensation Forms: C-105.2, C-105.21, U-26.3, SI-12, GSI-12
   - Acceptable Disability Forms: DB-120.1, DB-155
   - NYS Entities with NO employees must submit a CE-200 form.

9. All plumbers and electricians must be licensed and proof of the license must be submitted prior to the issuance of permits.

10. If curb cut(s) and road opening(s) are needed, please contact Clerks Office (631) 669-1500.

11. The Village of Babylon enforces the New York State International Building Codes. All work performed must conform to the New York State International Building Code and the Code of the Incorporated Village of Babylon.

12. Although it is not permitted, it is well established that from time to time, property owners seek Certificates of Occupancy for work, which has already been completed, without the benefit of scheduled inspections. The Incorporated Village of Babylon retains the absolute right to require that all or part of such work be removed to allow full inspection. As an alternative, the Village may attempt to complete its inspections without requiring such removal at the request of the property owner. In such cases, the property owner is hereby cautioned that completed work often conceals material significant to the building's structural integrity. Property owners not opting to expose structural materials assume responsibility for any defects.

13. Failure to obtain a Certificate of Occupancy on permitted work within six (6) months will require payment of a *Renewal Fee* before further inspections can be scheduled and a Certificate of Occupancy can be issued.

COST ESTIMATE

GENERAL CONSTRUCTION _____

ELECTRICAL WORK _____ **TOTAL COST** _____

PLUMBING & HVAC WORK _____

ZONING INFORMATION

Zoning District _____ Front Yard Depth: Existing _____ Proposed _____

Corner Lot _____ YES _____ NO Rear Yard Depth: Existing _____ Proposed _____

Lot Size _____ X _____ Side Yard Widths: Existing 1.) _____ 2.) _____

Lot area: _____ sq.ft. Proposed 1.) _____ 2.) _____

% Lot Coverage: Existing _____ Proposed _____

FLOOD ZONE INFORMATION

Is property located in a F.E.M.A. designated Special Flood Hazard Area? _____ **YES** _____ **NO**

If **YES** Please indicate Flood Zone as well as the Base Flood Elevation. _____

Has the property ever been evaluated for Substantial Damage from the flooding associated with Superstorm Sandy on October 29, 2012? _____ **YES** _____ **NO**

If **NO** an evaluation will be necessary to determine if the property is currently in compliance with substantial improvement requirements of Chapters 4 and 6 of the International Existing Building Code, or, for one or two family residential structures, Appendix J of the International Building Code, both as amended by the New York State Uniform Code Supplement, and the requirements of Chapter 88 of the Code of the Village of Babylon.

PROPERTY SUMMARY

MUST BE COMPLETED BY PROPERTY OWNER

EXISTING

Lot Size: _____ Gross Floor Area (excluding garage): _____

Style: _____ # of stories: _____ Bathrooms: # Full _____ # Half _____

First Floor: _____ sq.ft. Second Floor: _____ sq.ft. Basement: Full ☐ Crawl ☐ Slab ☐

Garage: # Cars: _____ Central Air: _____ Inground Pool: _____ Deck: _____ sq.ft. Porch: _____ sq.ft.

Fireplace#: _____ Type _____ Finished Basement _____ sq.ft. Finished Attic: _____ sq.ft. Other: _____

IMPROVEMENTS (Total as complete)

Increase in Gross Floor Area: _____ sq.ft. Final Gross Floor Area: _____ sq.ft.

Style: _____ # of stories: _____ Bathrooms: # Full _____ # Half _____

First Floor: _____ sq.ft. Second Floor: _____ sq.ft. Basement: Full ☐ Crawl ☐ Slab ☐

Garage: # Cars _____ Central Air: _____ Inground Pool: _____ Deck: _____ sq.ft. Porch: _____ sq.ft.

Fireplace #: _____ Type _____ Finished Basement _____ sq.ft. Finished Attic: _____ sq.ft. Other: _____

Kitchen Reno: _____ Bathroom Reno: _____ Siding/Veneer: _____ Portico: _____ Porch: _____ sq.ft.

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PLUMBING INFORMATION

Will there be any Plumbing Work associated with the proposed project? _____ YES _____ NO

PLUMBER _____

ADDRESS _____ PHONE NUMBER _____

LICENSE NO. _____ LICENSE TOWN/COUNTY _____

FIXTURE COUNT	BSMT	1st	2nd
WATERCLOSET			
LAVATORY			
BATHTUB			
SHOWER STALL			
URINAL			
KITCHEN SINK			
DISHWASHER			
GAS STOVE			
GAS COOKTOP			
REFRIGERATOR			
WASHING MACHINE			
GAS DRYER			
GAS FIREPLACE			
SERVICE SINK			
FLOOR DRAIN			
BOILER			
FURNACE			
HOT WATER HEATER			
OTHER FIXTURES			

DESCRIPTION OF PLUMBING WORK: _____

_____

_____

_____

_____

_____

_____

H.V.A.C. SYSTEMS

Type of Heating System _____ Fuel _____

Hot Water Heater Size _____ Fuel _____

Boiler/Furnace Make & Model _____

_____

Oil Tank Size _____ Gal. Location _____

A/C Unit Make & Model _____

_____

Split System (Heat Pump) Make & Model _____

_____

NOTES

1) All work is to comply with the 2015 IPC, 2015 IMC and 2015 IFGC as amended by the NYS 2016 Uniform Code Supplement.

2) All Gas Piping requires a pressure test and submission of a piping diagram.

3) It shall be unlawful to extend or alter any existing plumbing or install any new plumbing work until a permit has been issued.

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FIXTURE COUNT _____ PRESSURE TEST REQ. _____

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STORM WATER POLLUTION PREVENTION

PROPOSED LAND DEVELOPMENT ACTIVITY

If the proposed Land Development Activity falls under either of the parameters outlined below a Storm Water Pollution Prevention Plan or SWPPP shall be required. All SWPPPs shall comply with Chapter 150 of *The Code of the Village of Babylon.*

☐ **A.** Construction activity within the Village of Babylon including clearing, grading, excavating, soil disturbance or placement of fill that results in land disturbance of equal to or greater than 1 acre, or activities disturbing less than 1 acre of total land area that is part of a larger common plan of development or sale, even though multiple separate and distinct land development activities may take place at different times on different schedules.

☐ **B.** Construction activity within the Village of Babylon and adjacent to watercourses and municipal parklands, including clearing, grading, excavating soil disturbance or placement of fill that results in land disturbance of equal to or greater than 1 acre, or activities disturbing less than 1 acre of total land are that is part of a larger common plan of development or sale, even though multiple separate and distinct land development activities may take place at different times on different schedules.

☐ Neither **A** Nor **B**

AFFIDAVIT

Incorporated Village of Babylon
Town of Babylon, County of Suffolk, State of New York

I _____ hereby certify that I have received, read and understand all of the enclosed instructions regarding the Building Permit Application for the Village of Babylon and have filled this application out to the best o my ability.

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

I swear that to the best of my knowledge and belief the statements contained in this application, together with the plans and specifications submitted, are a true and complete statement of all proposed work to be done on the described premises and that all provisions of the BUILDING CODE, the 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. I also state that any structure located on the lot for which this application is made has functioning SMOKE and CARBON MONOXIDE DETECTORS installed in accordance with New York State Department of State requirements.

Signature _____
(Applicant)

Sworn before me this _____ day of _____, 20____

_____
(Notary Public, Suffolk County, N.Y.)

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DISCLOSURE AFFIDAVIT
(PROPERTY OWNER'S)

Note: This section must be completed for all applications. (Separate sheets may be used for multiple owners).

Be advised that I am the owner of record of the property referenced herein and hereby consent to this application. By this application, I hereby authorize employees or agents of the Incorporated Village of Babylon, in conjunction with this application, to enter and inspect the project site as necessary.

IN WITNESS WHEREOF I have hereto set my hand this _____day of _____ 20_____.

_____
(Owner Signature)

STATE OF NEW YORK)

) SS:

COUNTY OF SUFFOLK)

On the _____ day of _____ in the year _____ before me the undersigned, personally appeared _____ personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to be within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

_____
(Notary Public)