

RESIDENTS, PLEASE NOTE * ANYTHING LISTED BELOW THAT PERTAINS TO YOUR PROPOSED JOB, MUST BE HANDED IN ALL AT ONCE. * INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.

- 1. COMPLETED APPLICATION & FEE**
- 2. SUPPORTING DOCUMENTATION:**

FOR ALL PERMITS:

INSURANCE CERTIFICATES

- (a) PROFESSIONAL LIABILITY W/VILLAGE AS CERTIFICATE HOLDER**
- (b) PROOF OF WORKER'S COMP BY WAY OF BY ANY OF THESE:**
 - C105.2**
 - NYSIF CERTIFICATE**
 - WAIVER (FOR SMALL JOB ONLY)**

**FOR ALL PLAN SUBMISSIONS: TWO SETS OF HARD COPY & 1 pdf.
EMAILED TO BUILDING@VILLAGEOFGREENWOODLAKE.ORG WITH
PROPERTY ADDRESS IN HEADING.**

**FOR ANY PERMIT THAT MODIFIES THE YARD, IE: DECKS,
ADDITIONS, FENCES, POOLS, DRIVEWAYS, RETAINING WALLS, ETC.
*A SURVEY OR PLOT PLAN SHOWING THE NEW WORK
AND IT'S RELATION TO THE PROPERTY LINES. ***

**FOR ANY PERMIT (ESTIMATED VALUE MORE THAN \$20,000)
*SEALED PLANS PREPARED BY A DESIGN PROFESSIONAL**

**FOR ANY CONSTRUCTION PERMIT (ESTIMATED VALUE LESS THAN \$20,000)
*PLANS PREPARED BY APPLICANT INCLUDING:**

- PLOT PLAN**
- SIDE VIEW**
- FRONT VIEW**
- TYPICAL SECTION**
- RISER DIAGRAM OR ELECTRICAL PLAN
(WHEN APPLICABLE)**

Village of Greenwood Lake

Building Permit Application

Application is hereby made to the Building Department for the issuance of a Building Permit pursuant to the Code of the Village of Greenwood Lake and the State of New York. The applicant agrees to comply with all applicable laws, ordinances and regulations.

Site Data

Residential Property ☐ Commercial Property ☐

Section: _____ Block: _____ Lot: _____ Zone: _____ Acreage: _____ Single family: _____ Multifamily: _____
Existing bedrooms: _____ # Proposed bedrooms: _____ # Existing Bathrooms: _____ # Proposed Bathrooms: _____

Site Location: _____

Project Description: New construction ☐ Addition ☐ Renovation ☐ Renewal of existing permit ☐

Intended Use and Occupancy: _____

Owners Information

Name: _____ Mailing Address: _____

Phone number: (____) _____

Mobil Number: (____) _____ E-mail: _____

Contractors Information

Business Name: _____

Contractors Name: _____ Phone number: (____) _____

Address: _____

Architect/Engineer Information

Business name: _____

Architect/Engineer name: _____

Address: _____

Phone: (____) _____ Mobil: (____) _____

Survey YES NO Estimated cost of Job: \$ _____

Stamped plans for projects over 20,000.00 YES NO

Plans for ALL other projects YES NO

Workers compensation waiver YES NO

Workers compensation C-105.20 form YES NO

Zoning board variance needed YES NO

Planning board approval needed YES NO

Septic information current and in compliance YES NO

Any known violation on property YES NO

Permit Fee: \$ _____

Date: ____ / ____ / ____

***NOTICE: All work must be inspected periodically throughout the job by the building inspector. Once all work is finished the permit must be properly closed out in order to receive a certificate of compliance or a certificate of occupancy. These certificates are for internal Code Enforcement and record keeping purposes only, pursuant to the Villages general duty to protect the public health safety and welfare. These certificates are issued solely with respect to the specific building permit application made said to the Village and does not imply compliance with all code. No person may rely on these certificates or any in acts or representations of the Village employees to establish any special relationship or duty with respect to the Village. Persons seeking to verify compliance with applicable laws and codes must independently establish such compliance certificates issued upon misinformation or mistake invalid.**

Authorization:

State of _____ County of _____

Name, _____ being duly sworn deposes and says he/she is the owner and or contractor and is duly authorized to perform or have performed work and to make and file this application; that all statements are true to the best of his or 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
Sworn to before me

This _____ day of _____ Notary

Public _____

Owner/ Contractor _____

Print Name: _____

FOR VILLAGE USE ONLY

Fee Paid: YES/NO Permit Approved: YES/NO Permit #: _____ Date issued ____ / ____ / ____

Expiration Date ____ / ____ / ____ ZBA approval Date ____ / ____ / ____ Planning Board approval date ____ / ____ / ____

Existing Use and Occupancy: _____

Building Inspector Signature: _____