

DEPARTMENT OF BUILDINGS
TOWN OF MAMAKATING
2948 STATE ROUTE 209
WURTSBORO, NEW YORK 12790
TEL. (914) 888-3030 FAX. (845) 888-2707

APPLICATION FOR HOME OCCUPATION

Date: _____ Permit #: _____

Name of Applicant: _____

1. Name of owner of premises: _____

If applicant is a corporation, signature of duly authorized officer

2. Location of dwelling to be used for Home Occupation: _____

3. Tax Map location: Section _____ Block _____ Lot _____

4. Estimated construction cost: _____ Fee: _____

5. Overall dimensions of dwelling: _____ Square footage: _____

6. Square footing of area to be used for Home Occupation: _____

7. Zone or Use district in which premises are situated: _____

8. Existing use and occupancy: _____

Intended use and occupancy: _____

9. Size of proposed sign (if any): _____

If structural or electrical additions, alterations, repairs or removals are to be done attach specification:

10. Proof of Workman's Compensation Coverage (check one)
Workman's Compensation Policy enclosed: _____ Homeowners Affidavit of Exemption enclosed: _____
Contractor/Builders Statement of exemption enclosed: _____

11. Name of Architect/Engineer: _____ Phone #: _____

12. Name of Contractor/Builder: _____ Phone #: _____

Address: _____

13. Name of Electrician: _____ Phone #: _____

Signature of Property Owner

Signature of Applicant

Address of Property Owner

Address of Applicant

Phone # of Property Owner

Phone # of Applicant

Date

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**APPLICATION FOR HOME OCCUPATION
(INSTRUCTIONS)**

This application must be completed and submitted with proof of ownership.

A plan of the layout of the property drawn to show the location of the lot and of buildings on the premises, including septic system(s) location with an indication of the type of system, well location, and proposed parking areas (number of parking spaces must be in accordance with current zoning ordinance) and proposed sign location, as well as the relationship to adjoining premises or public streets or areas.

A floor plan drawn to scale of the house showing the area (in square footage) to be used for the proposed home occupation.

A plan of all physical work required to be done showing details of structural and electrical work.

A detailed description of what type of work is proposed to be done at the house including details regarding the number of people who will be employed, the anticipated number of people who will be coming and going at the location, and deliveries associated with the business.

A scaled drawing of any proposed signs, including wording to be on the sign (size and wording must be in accordance with current zoning ordinance).

The work covered by this application may not be commenced before the issuance of the Home Occupation Permit.

Upon approval of this application, the Building Inspector will issue a Home Occupation Permit to the applicant together with approved, duplicate set of plans and specifications. Such permit and approved plans and specifications shall be kept on the premises. Such permit will be valid for two years.

A Home Occupation shall occupy no building until such time as a Certificate of Occupancy is issued.

REQUIRED INSPECTIONS:

- Prior to covering any structural, electrical, or plumbing work.
- Final Certificate of Occupancy inspection

Application is hereby made to the Building Department for issuance of a Home Occupation Permit pursuant to the New York State Building Codes & Ordinances of the Town of Mamakating. The applicant agrees to comply with all applicable laws, ordinances, and regulations.