

Additional Requirements for Building Permit Application

Homeowner acting as "Contractor": Copy of Homeowner's current Insurance Policy is required (only the page stating the coverage, not the whole policy).

Contractor, Electrician, Plumber or HVAC required for project, kindly supply the following information for each:

- (1) Copy of their Rockland County License
- (2) Copy of all three (3) of their insurances (Disability, Liability and Workers Compensation) naming the Certificate Holder as:

**Town of Haverstraw
1 Rosman Road
Garnerville, NY 10923**

Requisitos Adicionales Para la Solicitud de Permiso de Construcción

Propietario actuando como "Constratista": Se requiere una copia de la poliza de seguro actual del propietario (solo la pagina que indica la cobertura, no la poliza completa).

Contratista, Electricista, Plomero o HVAC requerido para el proyecto, proporcione la siguiente informacion para cada uno:

- (1) Copia de su licencia del condado de Rockland
- (2) Copia de los tres (3) de sus seguros (Discapacidad, Responsabilidad Civil y Compensacion de Trabajadores) nombrando al Pueblo de Haverstraw como el Titular del Certificado.

**Town of Haverstraw
1 Rosman Road
Garnerville, NY 10923**

— Applicant - DO NOT FILL IN —

Checked by Date

Permit granted for:.....

Date BUILDING INSPECTOR



TOWN OF HAVERSTRAW
BUILDING DEPARTMENT

George T. Behn, Jr.
Building Inspector II

Erich J. Desch
Deputy Building Inspector

BUILDING PERMIT APPLICATION INSTRUCTIONS

Top Section:

- a. Submission Date, to be filled in the day the application is submitted.
 - b. Tax Sect-Block-Lot, (we will help you with this if you are not sure)
 - c. Hamlet, They are: Thiells-Garnerville-Pomona-Stony Point
 - d. Street Address
 - e. Zone Dist. (we will help you with this if you are not sure)
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1. Explain your project: (see examples) 16' x 20' Rear Yard Wood Deck, Finish Basement (as per plans) Addition to Home (as per plans), Roof Mounted Solar, 18' Round Above Ground, (we will help you with this if you are not sure).
 2. Present Use of Structure Land: Check One
 3. Entire Cost of Project: Labor and Materials
 4. Contact Name and Best Phone Number (print clearly)
 5. Name and address of the property owner (print clearly)
 6. Name of: Architect, Engineer (if required), Builder and/or Construction Supervisor, Plumber, Electrician, (if not applicable mark N/A)
 7. If a Variance was issued give date or number of the decision (if not applicable mark N/A)

Affidavit:

The affidavit must be completed by the Owner or the Owners Agent; it must be notarized by a certified notary or signed and witnessed by Building Department Staff. An application with an Affidavit that is incomplete will not be accepted.