TOWN OF MARBLETOWN ZONING AND BUILDING PERMIT



1925 Lucas Ave, Cottekill, NY 12419

PO Box 217, Stone Ridge, NY 12484

Name:			
Name:	 	 	

INTERIOR ALTERATION/INTERIOR RENOVATION APPLICATION

Complete all fields on the permit application and submit the following documents with your application.
Incomplete applications will be returned
DEED - Copy of your filed deed. Must show Liber and page #lf none on file, call the Assessor's office - 687-7500 x 172 911 ADDRESS - If not within primary structure. f none on file, call the Assessor's office and they will assign one for you. Their phone number is 687-7500 x 172
BOARD OF HEALTH APPROVAL - If applicable
RES CHECK CALCULATIONS - If heat is being installed, we are currently using NYS Stretch code. Please go to Marbletown.net for instructions. For questions cal 845-687-7500 x 168 or email inspector@marbletown.net
PLANS: Submit (1) full sets of plans signed & stamped, (1) Set 11x7, (1) Digital on Flash Drive or Disk
LETTER OF CONSENT: If the Contractor/Applicant is not the owner of the premises, a letter of agent from the owner, designating tapplicant as their agent is required (only if the homeowner has not signed the application)
CHECK: please bring a check payable to the Town of Marbletown, Please have Phone # on Check
DO YOU CURRENTLY HAVE AN APPLICATION WITH THE PLANNING/ZONING BOARDYESNO
PRE-SITE INSPECTION - submit your application and schedule a pre-site inspection.
Someone must be on site for this inspection
INSURANCE INFORMATION -MUST ATTACH INSURANCE FORM (WE DO NOT KEEP INFO ON FILE)
contractors Liability(Acord form) and Workers' Compensation (C105.2 or U26.3) OR exempt CE-200 form
O R
Homeowner -if you are doing the work yourself a CE-200 FORM ONLINE must be submitted with this permit packet (DIRECTIONS ARE INCLUDED IN THIS PACKET)

The work covered by this application may not be started before the issuance of a Permit, Site Plan or Variance depending on the circumstances of the project. Site inspection is required prior to issuance of Building Permits.

Scheduling ALL inspections including final inspection to secure Certificate of Occupancy or Compliance is the responsibility of the Owner/Agent

Work started without a permit is subject to \$150.00 + permit fee + Zoning fee Only a <u>complete packet</u> and <u>original</u> copy (not emailed) of the application will be accepted for processing with ALL documents attached.

Once a complete packet is received we will start the process.

Allow a Minimum of two weeks for code review (14 business days)

Any questions, please do not hesitate to email or call our office please print clearly

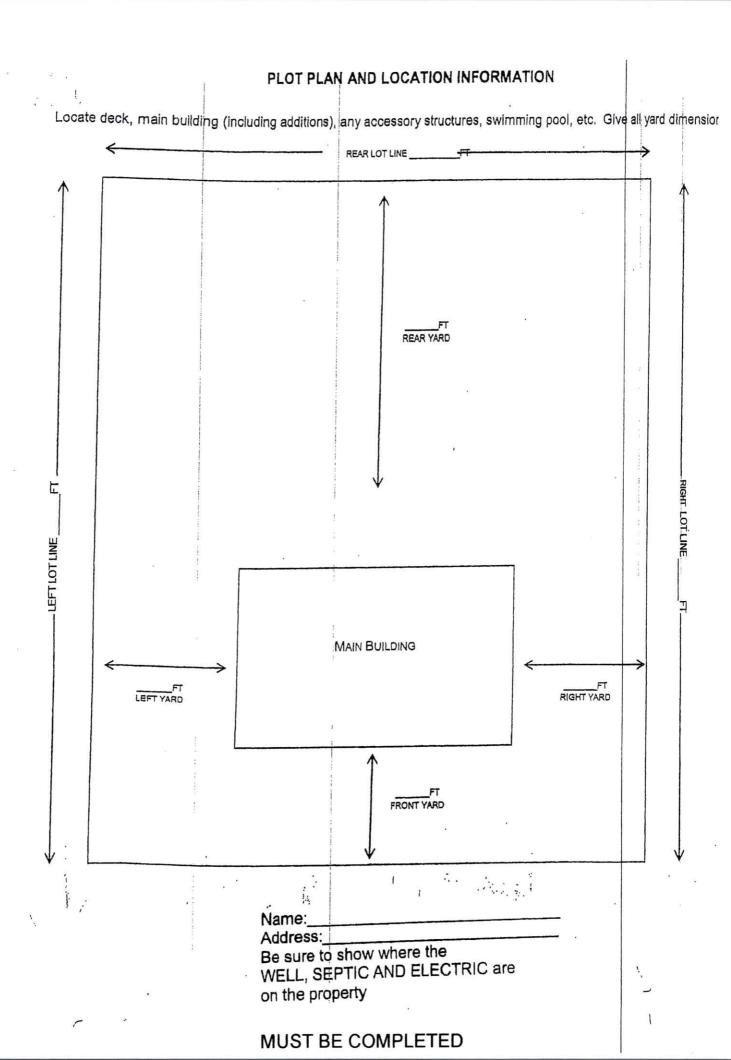
TOWN OF MARBLETOWN ZONING AND BUILDING PERMIT APPLICATION

INTERIOR ALTERATION / INTERIOR RENOVATION APPLICATION

PRINT CLEARLY, COMPLETE ALL INFORMATION ATTACH ALL ACCOMPANING DOCUMENTS

WNER:	APPLICANT:	
	MAILING ADDRESS:	
HONE NUMBER:	PHONE NUMBER:	
ELL NUMBER:	CELL NUMBER:	
MAIL	E-MAIL	
DDRESS OF WHERE WORK IS BEING DONE:		
OJECT MANAGER (Contact person overseeing project)		
ame:	phone no:	
nail:		
S WORK ALREADY DONE: YESNO		
SECTIONBLOCK	LOTNUMBER OF ACRESZONING I	OIST
The state of the s	SINGLE FAMILY RESIDENCEOTHER# of additional bathrooms	
. NATURE OF WORK:DEMOA	ALTERATIONRENOVATIONREPAIR	
ALTERATION / RENOVATION:# OF ADDITION	NAL BEDROOMS# OF ADDITIONAL BATHROOMS	
ELECTRICAL WORK:(N)(Y) PL	LUMBING WORK:(Y)	
HEAT TYPE:NONE TO BE INSTALLEDHOT	AIRHOT WATER / STEAMELECTRICOILGAS	
WILL CENTRAL AIR CONDITIONING BE INSTALLED	ED?YESNO	
WILL A GENERATOR BE INSTALLED?	YESNO	
). WILL A FUEL BURNING APPLIANCE BE INSTALLED	D?YESNO	
. WILL A DECK BE INSTALLED?	YESNO	
Setbaccksfrom center of roadleft	ft sideright siderear of property lines	
. WILL A PORCH BE INSTALLED?	YESNO	
Setbaccksfrom center of roadleft	ft sideright siderear of property lines	
3. ROOFING MATERIAL WILL BE		
5Are you hiring a contractor?yes (attach in	nsurance forms)no (attach waiver)	
AME OF CONTRACTOR		
AILING ADDRESS		
HONE NUMBERCELL NUMBER_	EMAIL:	
NSURANCE INFO: (MUST FILL IN DATES)		
*LIABILITY EXP DATE:**WORKMENS' C	COMP EXP DATE:**WORKMENS COMP EXEMPT EXP DATE:	

16. ELECTRICIAN YES NONE NAME
ULSTER COUNTY ELECTRICIAN'S LICENSE NUMBER
MAILING ADDRESS
PHONE NUMBER:CELL NUMBER:
17. PLUMBER:YESNONE NAME
PHONE NUMBER: CELL NUMBER:
18. ARCHITECT YES NONE NAME
PHONE NUMBER:CELL NUMBER:
19. COST OF CONSTRUCTION \$
(INCLUDING ALL LABOR AND MATERIALS)
Upon accepting this permit, you have acknowledged that you are required to notify this office a minimum of 48 hours in advance for inspections
that pertain to your project. A list of inspections will be attached to the required on site building plans which will include your permit.
Dig Safely Master Member List By law, Excavators must call Dig Safely. New York at 1-800-962-7962 E-mail:www.digsafelynewyork.com
at least 2 full working days before to request a stake-out of underground utility lines. As of March 16, 1996
the following organizations own buried facilities in the Town of Marbletown and are members of the Dig Safely. New York "one-call" notification system.
Note: This list does not contain members in any villages or cities that may exist in this town. One free phone call to Dig Safely. New York Contacts: Organizations: CENTRAL HUDSON GAS & ELECTRIC, NEW YORK TELEPHONE C/O BYERS ENGINEERING, ROLLING MEADOWS WATER CORP, AND HIGH FALLS WATER DISTRICT.
(we) understand that it is a violation of the Town of Marbletown Zoning Law to use/occupy without first obtaining a Certificate of Occupancy/Compliance from the Codes Enforcement Officer. MAXIMUM \$250.00 / WEEK AND OR IMPRISONMENT. I, (we) the undersigned. understand that any incomplete or omitted information on plans and (or) description of work as submitted to the building department for the issuing of a building permit shall be constructed/installed in compliance with all applicable rules, regulation and codes in effect at the time of this signing. I hereby grant the building inspector or his or her authorized agent permission to enter upon the premises and into any building or building structures thereon at anytime during working hours without being subject to arrest or civil suit for trespassing. I (we) understand that if a permit isissued, it is valid for one year of date of issuance and a fee of \$50.00 or 10% of the original permit fee (whichever is higher) will be applied for renewal each year thereafter if applicable. NYS Carbon Monoxide detector(s) must be installed in dwelling unit prior to final inspection.
Work started without a permit is subject to \$150.00 + permit fee + zoning fee The work covered by this application may not be started before the issuance of a Permit, Site Plan or Variance depending on the circumstances of the project. Site inspection is required for some projects prior to issuance of Building Permit. Scheduling ALL inspections including final inspection to secure Certificate of Occupancy or Compliance is the responsibility of the Owner/Agent
Peter
Signature of Owner (s)
Date:
Signature of Contractor/Builder Signature of Applicant
ame and phone number to call when permit is ready#
if none, permit will be mailed to homeowner address on file
it none, permit will be maned to nomeowner address on the
OFFICE USE ONLY () Building Permit () Referred to Planning Board
DEFICE USE ONLY () Building Permit () Referred to Planning Board BUILDING PERMIT: () APPROVED () DENIED () DISAPPROVED REASON
DELINGTERINE. () DENIED () DENI
FEES PAID:
RUILDING PERMIT FEE \(\alpha \) CHECK BY: OWNER OTHER
BUILDING PERMIT FEE \\$ CHECK BY :OWNEROTHER
WOOD OR GAS STOVE \$ CHECK NUMBER



Certificate of Attestation of Exemption



Instructions for obtaining and filing a Certificate of Attestation of Exemption from Workers' Compensation and/or Disability and Paid Family Leave Benefits (CE-200) through New York Business Express

Follow these steps:

- 1. Go to businessexpress.ny.gov.
- Select Log in/Register in the top right-hand corner. A NY.gov Business account is required.
- If you do not have a NY.gov business account, go to step 4 to set up your account.
 If you have a NY.gov log-in and password, go to step 16.
- 4. Select Register with NY.gov under New Users.
- 5. Select Proceed.
- 6. Enter the following:
 - First and Last Name
 - Email
 - Confirm Email
 - Preferred Username (check if username is available)
- 7. Select I'm not a robot.
 - You may have to complete a Captcha Verification before proceeding.
- 8. Select Create Account.
 - If you already have a NY.gov account, the screen will display your existing accounts, either individual or Business.
 - Do one of the following:
 - If the account(s) shown is a NY.gov individual account, select Continue.
 - If the account(s) shown is a NY.gov Business account, select Email Me the Username(s).
- Verify that the account information is correct.
 - Select Continue.

- 10. An activation email will be sent.
 - If you do not receive an email, see the No Email Received During Account Creation page.
- 11. Open your activation email and select Click Here.
 - Specify three security questions.
 - Select Continue.
- Create a password (must contain at least eight characters).
- Select Set Password. You have successfully activated your NY.gov ID.
- 14. Select Go to MyNy.
 - At the top of the screen select Services.
 - Select Business.
 - Select New York Business Express.
 - Select Log in/Register.
- 15. On the New York Business Express home page, do one of the following:
 - Scroil down to Top Requests and select Certificate of Attestation of Exemption, or
 - Search Index A-Z for CE-200.
- 16. Under How to Apply:
 - Select Apply as a Business, or
 - Select Apply as a Homeowner (applies to those obtaining permits to work on their residence).
- 17. Complete application screens.
- 18. Review Application Summary.
- 19. Attest and submit.

You will receive an email when your certificate has been issued.

To view your certificate:

- Select Access Recent Activity from your email, or
- Access businessexpress.ny.gov, and then access your Dashboard (under your login name on right).

Print and sign the Certificate of Attestation of Exemption. Submit your **(2E-200** for your license, permit or contract to the issuing **Agency**.

POSTED & VISIBLE



YOUR HOUSE NUMBER

HELP US FIND YOU SO WE CAN HELP YOU.

MAKE SURE YOUR HOUSE MARKER SIGN IS POSTED

CLEARLY VISIBLE FROM BOTH DIRECTIONS ON THE ROAD

BE SURE TO KEEP ALL TREES AND GRASS TRIMMED AROUND THE SIGN

MAKE SURE THE SIGN IS REFLECTIVE