



## Marbletown Building & Safety Office

P. O. Box 217 Stone Ridge, NY 12484  
1925 Lucas Avenue, Cottekill, NY 12419  
(845) 687-7500 x 3 email: [building@marbletown.net](mailto:building@marbletown.net)

### **APPLICATION INSTRUCTIONS - SOLAR POWERWALL** (BACK-UP BATTERY)

- Building Permit Application submitted and completely filled out.  
Incomplete packets will be returned
- Two sets of plans completely separated and stapled into  
TWO COMPLETE PACKETS and one set submitted on  
CD DISC or FLASH DRIVE - pdf form.
- Cost of Construction Affidavit to be filled out and submitted with application.
- Be sure to have the house number POSTED & CLEARLY VISABLE.
- Electrical Inspectors list attached.
- Fee schedule attached.
- Allow 7-14 days (business) for processing Building Permit  
Allow 7-14 days (business) for Certificate of Compliance



Stone ridge NY 12484 email [www.building@marbletown.net](mailto:www.building@marbletown.net)

S.B.L.

[illegible]



*Be sure your house number is Posted and Visible*

## **TOWN OF MARBLETOWN**

PRINT CLEARLY and COMPLETE ALL INFORMATION:

OWNER: \_\_\_\_\_ APPLICANT: \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_ MAILING ADDRESS: \_\_\_\_\_  
PHONE NUMBER: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_  
CELL NUMBER: \_\_\_\_\_ CELL NUMBER: \_\_\_\_\_  
WORK NUMBER: \_\_\_\_\_ WORK NUMBER: \_\_\_\_\_  
E-mail \_\_\_\_\_ E-mail \_\_\_\_\_

Address of Property where work is being done: \_\_\_\_\_

**PROJECT MANAGER: (Contact person who will be overseeing project)**

Name: \_\_\_\_\_ phone no. \_\_\_\_\_  
email: \_\_\_\_\_

1. SECTION \_\_\_\_\_ BLOCK \_\_\_\_\_ LOT \_\_\_\_\_ NUMBER OF ACRES \_\_\_\_\_ ZONING DIST. \_\_\_\_\_

**2. EXISTING USE AND OCCUPANCY OF PROPERTY:**

\_\_\_\_\_ SINGLE FAMILY RESIDENCE, \_\_\_\_\_ VACANT LAND \_\_\_\_\_ OTHER \_\_\_\_\_

**3. GIVE A BRIEF DESCRIPTION OF THE WORK YOU ARE DOING AND WHERE IT IS GOING**

\_\_\_\_\_  
\_\_\_\_\_

4. \_\_\_\_\_ GROUND MOUNTED \_\_\_\_\_ ROOF MOUNTED \_\_\_\_\_ KW

5. PANEL MAKE AND MODEL NUMBER \_\_\_\_\_

6. INVERTER MAKE AND MODEL NUMBER \_\_\_\_\_

**7. SETBACKS (GROUND MOUNTED ONLY) - (if not filled in permit will be sent back)**

FROM CENTER OF ROAD \_\_\_\_\_ REAR \_\_\_\_\_ LEFT \_\_\_\_\_ RIGHT \_\_\_\_\_

**8. HAS THE CONSTRUCTION SITE (OR PORTION THEREOF) BEEN DESIGNATED AS A FLOOD HAZARD OR WETLANDS (AS PER FLOOD INSURANCE RATE MAP OR STATE WETLANDS MAPS):** \_\_\_\_\_ (N) \_\_\_\_\_ (Y)



9. INSTALLATION BY: Application will not be accepted without proper insurance forms

\_\_\_\_\_ SELF ~ If you are installing the device yourself, form BP-1 (11-04) which is attached must filled out and notarized  
\_\_\_\_\_ Contractor/Vender ~ attach Liability and Workmens' Comp

10. CONTRACTOR'S \_\_\_\_\_ (NONE) \_\_\_\_\_ (YES) attach insurance forms to this application

NAME \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

PHONE # \_\_\_\_\_

CELL # \_\_\_\_\_

EMAIL: \_\_\_\_\_

insurance forms must be submitted with this application - WE DO NOT KEEP INSURANCE FORMS ON FILE

11. ELECTRICIAN \_\_\_\_\_ (NONE) \_\_\_\_\_ (YES)

NAME \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

EMAIL: \_\_\_\_\_

12. 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.*

*I (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 is issued, 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 prior to final inspection.*

**I (we) have read and understand the above and that NYS Carbon Monoxide Detector(s) must be installed prior to final inspection**

13. \_\_\_\_\_

Signature of Owner (s)

Date: \_\_\_\_\_

14. \_\_\_\_\_

Signature of Contractor/Builder

Signature of Applicant

Date: \_\_\_\_\_

If the Contractor/Applicant is not the owner of the premises, a letter of agent from the owner, notarized designating the applicant as their agent is required

15. Permit to be: \_\_\_\_\_ mailed to homeowners address on file  
\_\_\_\_\_ picked-up when ready, please call Name: \_\_\_\_\_ phone# \_\_\_\_\_  
\_\_\_\_\_ Permit to be mailed to applicant

IF NOT FILLED OUT - THE PERMIT WILL BE MAILED TO THE HOMEOWNER

**OFFICE USE ONLY**

( ) Building Permit ( ) Referred to Planning Board ( ) Referred to Zoning Board

\_\_\_\_\_ Z \_\_\_\_\_ B \_\_\_\_\_ SF \_\_\_\_\_ CCF \_\_\_\_\_ 6 \_\_\_\_\_ 12 S/B/L# \_\_\_\_\_

Pre- Permit Site Inspection was done on: \_\_\_\_\_ (date) \_\_\_\_\_ Passed \_\_\_\_\_ Failed Inspected by \_\_\_\_\_

APPLICATION: \_\_\_\_\_ APPROVED \_\_\_\_\_ DISAPPROVED

ZONING PERMIT: ( ) NA ( ) REFERRED TO PLANNING BOARD ( ) REFERRED TO ZBA ,

APPLICATION: \_\_\_\_\_ APPROVED \_\_\_\_\_ DISAPPROVED REASON \_\_\_\_\_

ZONING PERMIT NUMBER \_\_\_\_\_ DATE \_\_\_\_\_

BUILDING PERMIT ( ) N/A EXAMINED BY \_\_\_\_\_ DATE \_\_\_\_\_

APPLICATION: \_\_\_\_\_ APPROVED \_\_\_\_\_ DISAPPROVED REASON \_\_\_\_\_

BUILDING PERMIT NO. \_\_\_\_\_ EXPIRATION DATE \_\_\_\_\_ EXT # 1 \_\_\_\_\_ EXT # 2 \_\_\_\_\_

CERTIFICATE OF COMPLIANCE NUMBER \_\_\_\_\_ DATE: \_\_\_\_\_

**FEES PAID**

ZONING PERMIT FEE	\$ _____	CHECK BY : _____ OWNER, _____ OTHER
BUILDING PERMIT FEE	\$ _____	CHECK NUMBER _____ CASH _____
OTHER _____	\$ _____	BANK: _____
TOTAL AMOUNT DUE	\$ _____	RECEIPT #: _____ Date: _____

**ADDITIONAL FEES**

FINAL COST OF CONSTR	\$ _____	RECEIPT # _____ Date _____
AMENDMENT TO PERMIT	\$ _____	RECEIPT# _____ Date _____
EXPIRED PERMIT FEE	\$ _____	RECEIPT# _____ Date _____
WORK DONE W/O PERMIT	\$ _____	RECEIPT# _____ Date _____

UPDATED 12/28/20

Form # 1

Residential Code of New York PLAN REVIEW

Owner: \_\_\_\_\_  
Location: \_\_\_\_\_

Reviewed by: \_\_\_\_\_  
Date: \_\_\_\_\_

Building Type: ( ) One Family

( ) Two Family

( ) Townhouse

Type of Work: ( ) New Construction

( ) Existing Building

Table R301.2 (1)

CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA

Ground Snow Load	Wind Speed (MPH)	Seismic Design Category	SUBJECT TO DAMAGE FROM			Ice Shield Underlayment Required	Flood Hazards
			Weathering	Frost Depth	Termite		

Plan Review Form #1 applies to ALL buildings regulated by the Residential Code of New York.

Forms #2, 3W, 3M and 3S are specific to the type of construction material used for the structural components of the building.

Form #4 is for use with ALL ROOF COVERINGS.

Check off each applicable form that was used:

Date Complete  
(Initial)

- [ ] Form #1 PLAN REVIEW FORM - MASTER
- [ ] Form #2 PLAN REVIEW FORM - FOUNDATIONS
- [ ] Form #3W PLAN REVIEW FORM - WOOD FRAME CONSTRUCTION
- [ ] Form #3S PLAN REVIEW FORM - STEEL FRAME CONSTRUCTION
- [ ] Form #3M PLAN REVIEW FORM - MASONRY OR CONCRETE CONSTRUCTION
- [ ] Form #4 PLAN REVIEW FORM - ROOF COVERINGS





## TOWN OF MARBLETOWN

A regular meeting of the Town Board of the Town of Marbletown was convened in public session at the Town Hall, 1925 Lucas Ave Cottekill, New York on June 18, 2019 at 7:00 o'clock P.M. local time. The meeting was called to order by Supervisor Rich Parete, and, upon roll being called, the following were:

PRESENT: Rich Parete, Tim Sweeney, Eric Stewart, and Joe Borzumato  
ABSENT: Don LaFera

The following Resolution was offered by Councilman Sweeney, seconded by Councilman Stewart to wit:

### **RESOLUTION #49-2019; AMENDING SOLAR PERMIT FEES**

**WHEREAS**, solar energy is an abundant, renewable, and non-polluting energy resource, and  
**WHEREAS**, it is the intention of the Town of Marbletown to adopt a strategy to encourage residents to install solar energy on their homes while preserving open space and keeping the community character, and  
**WHEREAS**, the current fee structure is complex and difficult to assess because it is based on cost of construction, and  
**NOW, THEREFORE BE IT RESOLVED**, the Town Board of the Town of Marbletown adopt the following fees for solar building permits Effective July 1, 2019,

Up to 25 kW AC (small/residential): \$100 for roof mount; \$200 for ground mount; \$150 for mixed roof/ground mount.

Over 25 kW AC: \$2.50/ kW AC for roof mount. \$10/kW AC ground mount.

Mixed roof/ground mount systems over 25 kW AC: Use a blended fee based on the percentage of the panels that are roof mounted vs ground mounted.

Where "roof mount" solar is defined to be any solar system installed on or as the roof of a structure permitted for another use under Marbletown's zoning laws and building code.  
Such structures include but are not limited to residential, commercial, and industrial buildings, sheds, carports, and awnings.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call which resulted as follows:

Councilman Borzumato	Voting <u>Aye</u>
Councilman Sweeney	Voting <u>Aye</u>
Councilman Stewart	Voting <u>Aye</u>
Councilman LaFera	Voting <u>Absent</u>
Supervisor Parete	Voting <u>Aye</u>

Resolution #49-2019 was thereupon adopted.  
Heather Moody, Town Clerk/Tax Collector  
Dated: June 18, 2019

# Certificate of Attestation of Exemption



NEW YORK  
STATE OF  
OPPORTUNITY

Workers'  
Compensation  
Board

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**.
2. Select **Log in/Register** in the top right-hand corner. A NY.gov Business account is required.
3. 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)**.
9. 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**.
12. Create a password (must contain at least eight characters).
13. 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:
  - Scroll 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 CE-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