



INCORPORATED VILLAGE OF LINDENHURST

430 SO. WELLWOOD AVENUE - LINDENHURST, NEW YORK 11757

BUILDING PERMIT APPLICATION REQUIREMENTS:

- Building permit application filled out and property owners' (proof of ownership may be required) signature notarized.
- 1 copy of survey submitted with location of extension, dormer, shed, etc. and dimensions indicated. **(Survey dated not more than five (5) years and must have dimensions and locations of all existing and proposed structure(s)).** Height elevation data from the centerline of the road is required for any 2nd story/dormer construction. Elevation data will also be required for accessory structures, i.e. - garage, shed etc. **FAXED AND ILLEGIBLE SURVEYS ARE NOT ACCEPTABLE.**
- 1 set of *legible* plans submitted (for proposed or existing structures) indicating details of construction (footing, foundation, framing, finish, etc.) and dimensions (sizes and locations). Structural Engineer's report is required for raising dwelling. All dormer construction, 1st & 2nd story additions, and/or commercial projects, require plans that have been sealed and signed by an architect.
- 8 individual photographs showing the entire property. (See attached diagram) All pictures are to be 3" x 5" minimum in size.
- Proof of Workmen's Compensation and Disability Insurance or waiver form. **(Contact your insurance agent for forms. Accord Forms are NOT acceptable!)**
- **There is a \$25 filing fee which is due at time of filing. This fee is non-refundable.** Building permit fee is based on the estimated cost of construction, which is determined by square footage of work. i.e. - \$1000 (estimated cost of construction) fee would be \$100. Each additional \$1000 (estimated cost of construction) fee is an additional \$15. **(The fee is doubled for legalizing existing structures).**
- **ELECTRICAL CERTIFICATE & PLUMBING-** An electrical certificate will be required if any electrical work is being done or *has been done*. A list of electrical inspection services is listed below. (This list is subject to change). Also, a plumbing permit is required for any installation of heating, bath fixtures, etc. **The building permit will not be released to you until a plumbing permit application has been submitted!!** (Please contact the Plumbing Inspector at 957-7517 on Tuesday or Thursday between 9:00 and 10:30 a.m.). **NO CERTIFICATE OF OCCUPANCY WILL BE ISSUED WITHOUT AN ELECTRICAL CERTIFICATE AND PLUMBING APPROVAL!**
- Building permits submitted for **NEW DWELLINGS and COMMERCIAL BUILDINGS** require Board of Health approval and drainage plan submitted to the Department of Highway. A 1-% site plan fee is required in addition to the building permit fee for all new dwellings and commercial buildings.

- Permits submitted for **demolition** of existing structures must include proof of disconnection of all utilities and sewer line. It also must include an asbestos inspection report from a licensed asbestos inspection company. No exceptions.
- If the property is located within freshwater or saltwater wetlands, you must contact the Department of Environmental Conservation to obtain a permit. A copy of the permit must be submitted along with your building permit application to this department.
- If it is the intention of the applicant, through proposed alterations or additions, to convert the dwelling to a temporary 2 family residence (or 2nd kitchen for personal use) a 2 family use application must be granted prior to issuance of the building permit.

SURVEY REQUIREMENTS:

- **Survey dated not more than 5 years for any work and must show all structures located on property.**
- **FAXED AND ILLEGIBLE SURVEYS ARE NOT ACCEPTABLE.**
- If lot occupancy is not a concern, i.e.-dormer or 2nd floor, surveys not dated more than 10 years, indicating height elevation data from the centerline of the road, location and size of proposed work. (Provided that no other building permits have been issued).
- All new structures within a flood zone will require elevation certificate from a surveyor before issuance of certificate of occupancy.
- For legalization of existing work- survey indicating location and dimensions of work, if work done was other than internal, i.e.- garage conversion.

PLAN REQUIRMENTS:

- All plans must be neat, legible, and drawn to scale.
- Plans with multiple pages must be sorted properly into a complete set. (Page 1, 2, 3.....etc.)
- Plans must contain construction details and code compliance methods. i.e.- framing, fastening methods, window sizes and types, smoke detector locations, etc.
- Plans for projects involving structural issues must be signed by an architect or engineer licensed in New York State
- **Plans that do not meet the above requirements will be rejected and delay the issuance of your permit.**

Electrical Inspection Services:

Electrical Inspection Service, Inc.
375 Dunton Ave. E. Patchogue , NY 11772
(631) 286-6642

NY Board of Fire Underwriters
40 Fulton Street NY, NY 10038
1-(212) 227-3700 or (631) 277-5697

Electrical Inspectors, Inc.
308 East Meadow Ave. E. Meadow, NY 11554
(516) 794-0400 1-800-794-1468

Long Island Electrical Inspection Service Inc.
670 Middle Country Road, Saint James, NY 11780
(631) 265-3075

Suffolk Bureau of Electrical Inspectors, Inc
40 Nottingham Dr., Middle Island, NY 11953
(631) 495-8136

Certified Electrical Inspectors
188A Park Ave., Amityville, NY 11701
(631) 598-5610

WORKERS COMPENSATION REQUIREMENTS UNDER SECTION 57:

To comply with coverage provisions of the Workers' Compensation Law, businesses must:

- a.) Be legally exempt from obtaining worker's compensation insurance coverage;
- b.) Obtain such coverage from insurance carriers; or
- c.) Be self-insured.

To Assist State and Municipal Entities in enforcing Section 57 of the Workers' Compensation Law, **businesses** requesting permits or seeking to enter into contracts **MUST PROVIDE ONE** of the following forms to entity issuing the permit or entering into a contract:

- a.) **C-105.21** – Statement for a Government Entity that a Business **Does Not** Require Workers' Compensation and/or Disability Benefits Coverage; **OR**
- b.) **C-105.2** – Certificate of Workers' Compensation Insurance (the business' Insurance carrier will send this form to the government entity upon request) **PLEASE NOTE:** The State Insurance Fund provides its own version of this form, the U-26.3; **OR**
- c.) **SI-12** – Certificate of Workers' Compensation Self-Insurance (the business calls the Board's Self-Insurance Office at 518-402-0247; **OR**
- d.) **GSI-12** – Certificate of Group Workers' Compensation Self-Insurance.

DISABILITY BENEFITS REQUIREMENTS UNDER SECTION 220 SUBD 8

To comply with coverage provisions of the Disability Benefits Law, Businesses may:

- a.) Be legally exempt from obtaining disability benefits insurance;
- b.) Obtain such coverage from insurance carriers; or
- c.) Be self-insured.

Accordingly, to assist State and Municipal entities in enforcing Section 220 SUBD 8 of the Disability Benefits Law, Businesses requesting permits or seeking to enter into contracts **MUST PROVIDE ONE** of the following forms to the entity issuing the permit or entering into a contract:

- a.) **C-105.21** – Statement for a Government Entity that a Business **Does Not** Require Workers' Compensation and/or Disability Benefits Coverage; **OR**
- b.) **DB-120.1** – Certificate of Disability Benefits Insurance (the Businesses' Insurance Carrier will send this form to the government entity upon request; **OR**
- c.) **DB-155** – Certificate of Disability Benefits Self-Insurance (the business calls the Board's Self Insurance Office at 518-405-0247.)

INCORPORATED VILLAGE OF LINDENHURST

TABLE R301.2(1) CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA

GROUND SNOW LOAD ^o	WIND DESIGN				SEISMIC DESIGN CATEGORY ^f	SUBJECT TO DAMAGE FROM			WINTER DESIGN TEMP ^e	ICE BARRIER UNDERLAYMENT REQUIRED ^h	FLOOD HAZARDS ^g	AIR FREEZING INDEX ⁱ	MEAN ANNUAL TEMP ^j
	Speed ^d (mph)	Topographic effects ^k	Special wind region ^l	Windborne debris zone ^m		Weathering ^a	Frost line depth ^b	Termite ^c					
20	130	NO	NO	1 mile from the coast	B	SEVERE	36"	HEAVY	15°	YES	Insert flood zone or N/A	599	51°

MANUAL J DESIGN CRITERIA

Elevation	Latitude	Winter heating	Summer cooling	Altitude correction factor	Indoor design temp.	Design temperature cooling	Heating temperature difference
98 ft.	40°	15°	85°	1	68°	75°	53°
Cooling difference	temperature	Wind velocity heating	Wind velocity cooling	Coincident wet bulb	Daily range	Winter humidity	Summer Humidity
10°		15 MPH	7.5 MPH	72°	Medium	45-55%	32 GR@50%RH

For SI: 1 pound per square foot = 0.0479 kPa, 1 mile per hour = 0.447 m/s.

a. Where weathering requires a higher strength concrete or grade of masonry than necessary to satisfy the structural requirements of this code, the frost line depth strength required for weathering shall govern. The weathering column shall be filled in with the weathering index, "negligible," "moderate" or "severe" for concrete as determined from Figure R301.2(4). The grade of masonry units shall be determined from ASTM C34, C55, C62, C73, C90, C129, C145, C216 or C652.

b. Where the frost line depth requires deeper footings than indicated in Figure R403.1(1), the frost line depth strength required for weathering shall govern. The jurisdiction shall fill in the frost line depth column with the minimum depth of footing below finish grade.

c. The jurisdiction shall fill in this part of the table to indicate the need for protection depending on whether there has been a history of local subterranean termite damage.

d. The jurisdiction shall fill in this part of the table with the wind speed from the basic wind speed map [Figure R301.2(5)A]. Wind exposure category shall be determined on a site-specific basis in accordance with Section R301.2.1.4.

e. The outdoor design dry-bulb temperature shall be selected from the columns of 97¹/₂-percent values for winter from Appendix D of the *Plumbing Code of New York State*. Deviations from the Appendix D temperatures shall be permitted to reflect local climates or local weather experience as determined by the building official. [Also see Figure R301.2(1).]

f. The jurisdiction shall fill in this part of the table with the seismic design category determined from Section R301.2.2.1.

g. [NY] To establish flood hazard areas, each community regulated under Title 19, Part 1203 of the Official Compilation of Codes, Rules and Regulations of the State of New York (NYCRR) shall adopt a flood hazard map and supporting data. The flood hazard map shall include, at a minimum, special flood hazard areas as identified by the Federal Emergency Management Agency in the Flood Insurance Study for the community, as amended or revised with:

- i. The accompanying Flood Insurance Rate Map (FIRM),
- ii. Flood Boundary and Floodway Map (FBFM), and
- iii. Related supporting data along with any revisions thereto.

The adopted flood hazard map and supporting data are hereby adopted by reference and declared to be part of this section.

h. In accordance with Sections R905.1.2, R905.4.3.1, R905.5.3.1, R905.6.3.1, R905.7.3.1 and R905.8.3.1, where there has been a history of local damage from the effects of ice damming, the jurisdiction shall

i. The jurisdiction shall fill in this part of the table with the 100-year return period air freezing index (BF-days) from Figure R403.3(2) or from the 100-year (99 percent) value on the National Climatic Data Center

j. The jurisdiction shall fill in this part of the table with the mean annual temperature from the National Climatic Data Center data table "Air Freezing Index-USA Method (Base 32°F)."

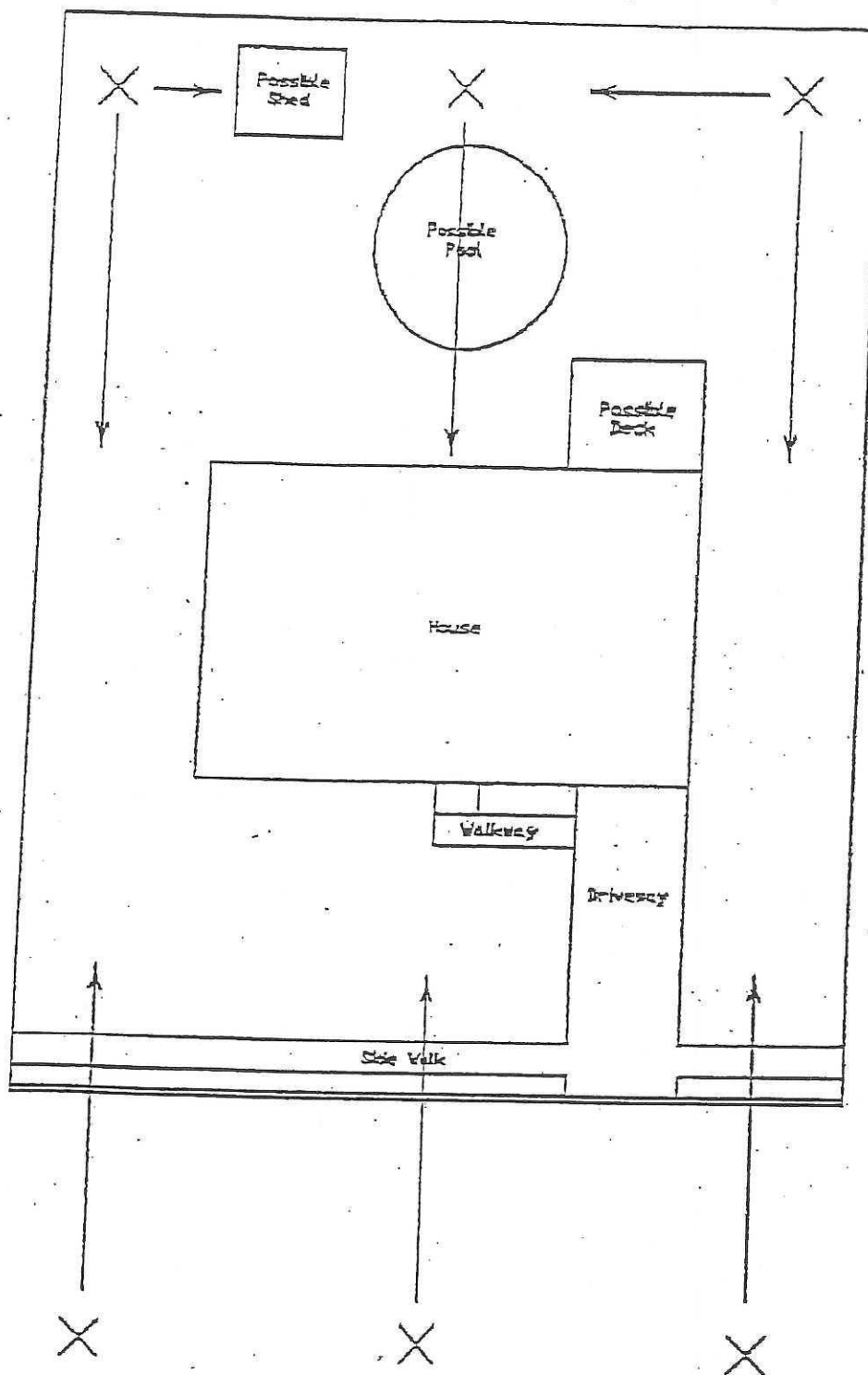
k. In accordance with Section R301.2.1.5, where there is local historical data documenting structural damage to buildings due to topographic wind speed-up effects, the jurisdiction shall fill in this part of the

l. In accordance with Figure R301.2(5)A, where there is local historical data documenting unusual wind conditions, the jurisdiction shall fill in this part of the table with "YES" and identify any specific requirements.

m. In accordance with Section R301.2.1.2 the jurisdiction shall indicate the wind-borne debris wind zone(s). Otherwise, the jurisdiction shall indicate "NO" in this part of the table.

n. The jurisdiction shall fill in these sections of the table to establish the design criteria using Table 1a or 1b from ACCA Manual J or established criteria determined by the jurisdiction.

o. [NY] The ground snow loads to be used in determining the design snow loads for roofs are given in Figure R301.2(6) for sites at elevations up to 1,000 feet. Sites at elevations above 1,000 feet shall have their



Angle of Pictures.
Object is to get complete
coverage of property.



VILLAGE OF LINDENHURST
430 South Wellwood Avenue
Lindenhurst, NY 11757
631-957-7510

BUILDING DEPARTMENT
BUILDING PERMIT APPLICATION

Tax Map #
103- - -

Application ID #

Property Address:

Building Permit #

Proposed Work:
Estimated Cost of Work: \$

Property Owner/Applicant	Name:
	Address
	Phone Number
	Email

Contractor	Name:
	Address
	Phone Number
	Email

I hereby affirm that the information on this application is true and all work performed under the Building Permit will conform to all laws, codes, rules and regulation of New York State, Suffolk County and the Incorporated Village of Lindenhurst.

Owner/Applicant: _____
Signature

Contractor: _____
Signature

Sworn to before me this _____ day
of _____, 20____.

Sworn to before me this _____ day
of _____, 20____.

Notary Public

Notary Public

DO NOT WRITE BELOW – FOR OFFICE USE ONLY

Date Submitted:	Taken in by:
Application Approved/Denied:	Approved by:
Zoning Board of Appeals Case #:	

Estimated Value:	
Permit Fee:	
Hearing Date	

Conditions of Approval:

NYS Variance #:	Dept. of Health Permit #:	Flood Zone:
Permit Issued:	Issued by:	Property Zoning
Certificate of Occupancy #:	Date Issued:	