

DEPARTMENT OF BUILDINGS
VILLAGE OF TUCKAHOE
65 MAIN STREET
TUCKAHOE, NY 10707
914-961-8148
BUILDING PERMIT APPLICATION

Application is hereby made to the Building Inspector of the Village of Tuckahoe, New York for the issuance of a Building Permit to construct, alter, move, demolish, or change the occupancy of a building or other structure in accordance with the New York State Uniform Fire Prevention and Building Code as set forth below:

NEW BUILDING _____	DATE RECEIVED: _____
ALTERATION _____	APPLIC. NUMBER: _____
ADDITION _____	PERMIT NUMBER: _____
RETAINING WALL _____	INSURANCE: _____YES _____NO
SWIMMING POOL _____	CHECK AMOUNT: _____
OTHER (SPECIFY) _____	CHECK NUMBER: _____

1. Address of Premises: _____

2. Section _____ Block _____ Lot _____ Zoning District _____

3. Owner or Lessee: (Circle One) _____

Address: _____

Telephone Number: (H) (_____) _____ (W) (_____) _____

4. Proposed Use and Occupancy (List rooms and use by story)

5. Detailed Description of Proposed Work:

6. Occupancy classification by occupancy or use? (See Sec. 302.1, NYS Uniform Fire Prevention and Building Code.)

A. Existing Building or Structure: _____ B. Proposed: _____

7. Construction Classification of Building or Structure? (See Sec. 602, NYS Uniform Fire Prevention and Building Code.)

A. Building or Structure: _____ B. Proposed: _____

8. Estimated cost of work: \$ _____

9. Permit Fee: \$ _____

Signature by or on behalf of Applicant: _____

Print Name: _____

Address: _____

Phone Number: _____

Date: _____

The full name, address, and phone numbers of every person known to be involved in the work proposed hereby are as follows:

ARCHITECT:

Name: _____

Address: _____

Phone #: _____

NYS License No.: _____

GENERAL CONTRACTOR:

Name: _____

Address: _____

Phone #: _____

Westchester County License No.: _____

PLUMBER:

Name: _____

Address: _____

Phone #: _____

Westchester County License No.: _____

ELECTRICIAN:

Name: _____

Address: _____

Phone #: _____

Westchester County License No.: _____

STATE OF NEW YORK ss

COUNTY OF WESTCHESTER

I, _____ being duly sworn, deposes and says: that
(Owner, lessee, architect, or builder)

_____ is the owner in fee of the premises to which this application applies; that the applicant is duly authorized to make this application; and that the statements obtained here are true to the best of the applicant's knowledge and belief, and that the work will be performed in a manner set forth in the application and in the plans and specifications filed therewith, and in accordance with all applicable laws, ordinances, and regulations.

(Signature)

Sworn to before me

This _____ day of _____, 20____

Notary Public _____

Office Use ☐ Zoning Board of Appeals ☐ Planning Board ☐ Board of Architectural Review

617.20
Appendix B
Short Environmental Assessment Form

Instructions for Completing

Part 1 - Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 - Project and Sponsor Information							
Name of Action or Project:							
Project Location (describe, and attach a location map):							
Brief Description of Proposed Action:							
Name of Applicant or Sponsor:		Telephone:					
		E-Mail:					
Address:							
City/PO:		State:	Zip Code:				
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="padding: 2px;">NO</th> <th style="padding: 2px;">YES</th> </tr> <tr> <td style="text-align: center; padding: 5px;"><input type="checkbox"/></td> <td style="text-align: center; padding: 5px;"><input type="checkbox"/></td> </tr> </table>	NO	YES	<input type="checkbox"/>	<input type="checkbox"/>
NO	YES						
<input type="checkbox"/>	<input type="checkbox"/>						
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="padding: 2px;">NO</th> <th style="padding: 2px;">YES</th> </tr> <tr> <td style="text-align: center; padding: 5px;"><input type="checkbox"/></td> <td style="text-align: center; padding: 5px;"><input type="checkbox"/></td> </tr> </table>	NO	YES	<input type="checkbox"/>	<input type="checkbox"/>
NO	YES						
<input type="checkbox"/>	<input type="checkbox"/>						
3.a. Total acreage of the site of the proposed action? _____ acres b. Total acreage to be physically disturbed? _____ acres c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres							
4. Check all land uses that occur on, adjoining and near the proposed action. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____ <input type="checkbox"/> Parkland							

5. Is the proposed action, a. A permitted use under the zoning regulations?	NO	YES	N/A
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO	YES	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
b. Are public transportation service(s) available at or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____	NO	YES	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____	NO	YES	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____	NO	YES	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places? b. Is the proposed action located in an archeological sensitive area?	NO	YES	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____	NO	YES	
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES	
16. Is the project site located in the 100 year flood plain?	NO	YES	
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? <input type="checkbox"/> NO <input type="checkbox"/> YES b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? <input type="checkbox"/> NO <input type="checkbox"/> YES If Yes, briefly describe: _____	NO	YES	

18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor name: _____ Date: _____		
Signature: _____		

Part 2 - Impact Assessment. The Lead Agency is responsible for the completion of Part 2. Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing: a. public / private water supplies?	<input type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input type="checkbox"/>	<input type="checkbox"/>

	No, or small impact may occur	Moderate to large impact may occur
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input type="checkbox"/>	<input type="checkbox"/>

Part 3 - Determination of significance. The Lead Agency is responsible for the completion of Part 3. For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

<input type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
<input type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.
<div> <div>Name of Lead Agency</div> <div>Date</div> </div>	
<div> <div>Print or Type Name of Responsible Officer in Lead Agency</div> <div>Title of Responsible Officer</div> </div>	
<div> <div>Signature of Responsible Officer in Lead Agency</div> <div>Signature of Preparer (if different from Responsible Officer)</div> </div>	

PRINT

VILLAGE OF TUCKAHOE CONSTRUCTION INSPECTION CHECKLIST

THE FOLLOWING INSPECTIONS ARE REQUIRED; ADVANCE NOTICE OF 48 HOURS IS TO BE PROVIDED.

FRAME CONSTRUCTION

1) SOIL/ FORMS & FOOTINGS:

FOOTINGS EXCAVATED AND PROPERLY PRIOR TO CONCRETE PLACEMENT. FOLLOW UP INSPECTION BEFORE BEGINNING FOUNDATION WALLS (IF NECESSARY).

2) FOUNDATION:

AFTER FORMS HAVE BEEN STRIPPED, SUBSOIL DRAINS, AND WATERPROOFING INSTALLED AND PRIOR TO BACKFILLING. FOUNDATION WALLS CONSTRUCTED BEFORE FRAMING.

3) PLUMBING AND DRAINAGE:

LEADERS CONNECTED TO DRYWELLS. ALL ABOVE GROUND PIPING INSTALLED AND SECURED. HYDROSTATIC OR RUNNING WATER TEST REQUIRED. MERCURY TEST TO BE PERFORMED ON ALL GAS PIPING (VILLAGE LICENSED PLUMBER TO PERFORM ALL WORK).

4) ELECTRICAL:

BY APPOINTMENT WITH WESTCHESTER ROCK AND ELECTRICAL INSPECTION SERVICES (VILLAGE LICENSED ELECTRICIAN TO PERFORM ALL WORK)

5) FRAMING:

ROUGHING INSPECTION, ALL FRAMING EXPOSED, NO INSULATION OR WALL COVERING INSTALLED, ALL MECHANICAL AND ELECTRICAL COMPLETED. ELECTRICAL INSPECTION SERVICES APPROVAL REQUIRED.

6) INSULATION:

ALL INSULATION IN PLACE, VAPOUR BARRIERS INSTALLED.

7) FINAL:

ALL MECHANICAL TRADES INSPECTED AND APPROVED. PROJECT COMPLETED AND READY FOR OCCUPANCY. COMPLETED CERTIFICATE OF OCCUPANCY FORM AND FEE SUBMITTED. SURVEY SUBMITTED IF REQUIRED.

ORDINARY AND FIRE RESISTIVE CONSTRUCTION:

ALL THE ABOVE INSPECTIONS (EXCLUDING FRAMING) PLUS INSPECTIONS AT CRITICAL POINTS TO CONCEALING WORK.

THE ABOVE INSPECTIONS DOES NOT INCLUDE SPECIAL INSPECTIONS THAT MAY BE REQUIRED

NO WORK TO BE PERFORMED ON WEEKENDS AND/OR HOLIDAYS

Village of Tuckahoe
Building Department
65 Main Street
Tuckahoe, NY 10707
(914) 231-0238
FAX: (914) 793-2107

Information to be Submitted With Your Building Permit,
Electrical and Plumbing Applications

Incomplete Applications will not be accepted

1. A Copy of the Contractor's Westchester County Home Improvement License.
2. A copy of the contractor's Liability Insurance Form Listing The Village of Tuckahoe as Additionally Insured and as Certificate Holder
3. A copy of the Contractor's Worker's Compensation Insurance Form (C-105.2) listing The Village of Tuckahoe as Certificate Holder
4. A copy of the Disability Insurance Form (DB-120.1)
5. 3 sets of plans signed and sealed by an architect or engineer.

NOTE: Acceptable plan size is 24 X 36 or larger.

** Also, be prepared to supply the Building Department with a copy of your new survey after work is done when filing your Certificate of Occupancy/Completion Application.