

John E. Barton
Mayor

Ellen M. Brayman
Clerk/Treasurer

**VILLAGE OF HUDSON FALLS
220 MAIN STREET
HUDSON FALLS, NY 12839
(518) 747-5426 x507**

Trustees:
James Gallagher
Robert Cook
Joelle Timms
Dan Hogan

William L. Nikas
Village Attorney

Instructions for obtaining a Building Permit

The following items are to be submitted to complete a Building Permit Application:

Two Plot Plans, drawn to scale showing:

1. Lot boundaries with dimensions and adjacent road or streets
2. All existing and proposed structures with setbacks from property lines
3. Location of existing or proposed water, sewer and underground power lines

Two Sets of Building Plans with elevations and sectional drawings and one sectional drawing for each roof line.

In addition to standard elevations, typical sections, floor plans and foundation plans the following must be included in all construction plans.

1. Foundations

- a. Specific footing/wall detail, damp-proofing, reinforcement and foundation drains in critical soils. Soil test may be required for seasonal water table.

2. Roof/Floor Framing

- a. Separate framing details for all multiple roofs, cantilevers, etc.
- b. Details for main beams, girders, garage door headers, stair and stairway openings and headers.

3. Insulation

- a. Location and resistance "R" values for all exterior walls, foundations above and below grade, floors over unheated spaces, roofs, vapor barriers, hot water piping and heat ducts in unheated spaces, etc.

4. Window and Door Schedule

- a. List rough opening size
- b. Clear opening height and width
- c. Clear opening
- d. U-value

5. Ventilation

- a. Details for attics, crawl spaces, including method of venting, if applicable. This may be shown on typical section
- 6. Fireplace and Chimneys**
- a. Provide Manufacturers Specifications
 - b. Height & clearance from combustibles
- 7. Location of smoke and carbon monoxide detectors**

Dig Safely NY: It is required that before digging, call Dig Safely New York excavation notification center at 1-800-962-7962 to locate utilities. All utilities (gas, electric, phone, cable TV, etc) will be located free of charge.

Commercial Buildings

Accurate door sizes, corridor widths, handicapped access and fixtures, location of Exit and Emergency lighting, fire extinguishers, sprinkler installation and A/V alarm systems, etc.

Must also show proposed means of egress and direct line to public area.

Notice to Building Permit Applicants

An asbestos survey is required for all renovation, remodeling, repair and demolition of all interior and exterior building materials.

As per NYS Industrial Code Rule 56, asbestos material must be abated by licensed contractors utilizing certified asbestos handlers, with the exception of owner-occupied single family homes, where the owner may remove the asbestos and renovate these structures themselves. However, it is not recommended that the owner perform abatement, as the owner could potentially expose themselves, their family and neighbors to asbestos fibers if adequate engineering controls and work methods are not utilized during the abatement. For further information and updates, please see the NYS website at: www.labor.state.ny.us.

James Buxton

Code Enforcement Officer

(518)747-5426 x207

(518)747-5597 Fax

**VILLAGE OF HUDSON FALLS
OFFICE OF CODE ENFORCEMENT
220 MAIN STREET
HUDSON FALLS, NY 12839
(518)747-5426**

APPLICATION FOR BUILDING PERMIT

Today's Date:

APPLICANT INFORMATION: (If property is jointly owned, permit must be in both names)

Applicant:

Last Name:

Last Name:

First Name:

First Name:

Initial:

Initial:

Applicant Address

Address:

Phone Number:

City:

State:

Zip Code:

Property Address: (if different than Owner's Address):

Tax Map Number: (found on your tax bills)

Corporation Information:

Name:

Address:

City,State,Zip:

Contact Person:

First Name:

Last Name:

Title:

Phone Number

Property Description:

Lot Width:

Lot Length:

Check if Corner Lot:

Project Information:

<p>Project Description:</p>	<p>If construction labor is being done by applicant, cost of LABOR shall be determined by determining the cost of materials and multiplying by 100%.</p>				
<p>Type Building:</p>	<p>Example: Cost of Materials</p>				
<p>Estimated Cost:</p>	<p>15,000 x 100%=15,000.00</p>				
	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Cost of Material</td> <td style="text-align: right;">15,000.00</td> </tr> <tr> <td>Labor</td> <td style="text-align: right;">15,000.00</td> </tr> </table>	Cost of Material	15,000.00	Labor	15,000.00
Cost of Material	15,000.00				
Labor	15,000.00				
	<p>Total Est. Cost of Construction: 30,000.00</p>				

Briefly Describe Scope of Work:

Contractor:

Name:

Address:

City:

State:

Zip:

Phone:

Workman's Comp Certificate No.

Expiration Date.:

Contact Person:

Design Professional:

Name: Engineer

Address: Architect

City: State: Zip : Phone:

Section 7302, Article 47 of the New York State Education Law requires building plans submitted shall bear the Seal and Authorized Signature of New York State Licensed Professional Engineer or Registered Architect.

Exceptions:

- 1) RESIDENTIAL Buildings less than 1,500 sq. ft.
- 2) ALTERATIONS to a building or structure, costing less than \$20,000 PROVIDED that the alterations DO NOT effect
 - a. The Structural Features of the building
 - b. Fire Safety Features
 - c. Means of Egress (Exiting Features) to the building

The Village of Hudson Falls Requires All applications for Commercial Construction to be accompanied by 2 sets of Building Plans, Signed and Sealed by a Licensed Professional Engineer or Registered Architect.

Applicant's/Agent Signature: _____

Date: _____