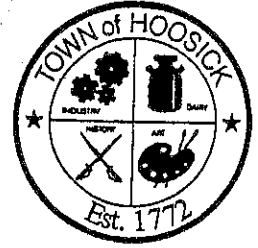




TOWN OF HOOSICK

P.O. BOX 17
HOOSICK FALLS, NEW YORK 12090
(518) 686-4571 • Fax (518) 686-5304



WHAT TO EXPECT WHEN APPLYING FOR A BUILDING PERMIT

All construction 144 Sq. Ft. or greater in the Town of Hoosick requires a building permit prior to the start of construction. **Local Law #1 of 2020** allows for the need of a building permit and inspection of the premises by the building inspector. This law has been traditionally used for the safe construction in the Town of Hoosick; it allows the building inspector to enforce the international building and fire codes. In addition to the building permit several on premise inspections will be made during construction.

Besides the obvious features of the building permit such as name, address, and phone number; it is important to include such items as nature of proposed work, estimated value of proposed work and a clear specific drawing of the proposed construction.

The nature of proposed work can be checked when appropriate, or a short description of the project can be included.

The estimated value of the project is not how much the project cost, but rather the value of the project at completion. Sometimes old lumber is used and the project done by the owner. While this will reduce the cost, it has no bearing on the completed value of the property. You must estimate the completed value not your cost. If you have trouble with this estimate value of the project, the cost of the permit is based on the estimated value.

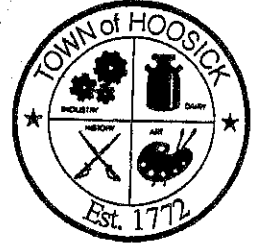
Architectural drawings are needed for construction of new homes or large commercial structures. A small shed or addition would only need a drawing accompanied by a list of materials. In general, a more detailed plan is required for larger construction.

Building Inspector



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INSPECTION SCHEDULE FOR NEW HOMES

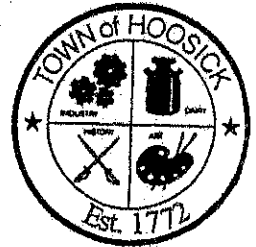
1. Site Inspection
2. Permit to construct from Health Department
3. Application for Building Permit
4. Surveyor's location of foundation before construction
5. Mandated Inspections for Foundations
 - a) Forms for footing before placing concrete
 - b) Foundation walls before placing concrete
 - c) Foundation walls before backfill
 - d) All slabs will be inspected to be sure they are level and square
6. Plumbing, heating, electrical inspection before closing framework.
7. Chimney, fireplace, woodstove inspection
8. Insulation inspection
9. Final inspection for sewer, water, electric, health and building code
10. Issue of Certificate of Occupancy or Compliance

Building Inspector



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Office of Building and Code Enforcement



Date: _____

Permit No. _____

APPLICATION IS HEREBY MADE to the Office of building inspection and Code enforcement for the issuance of a permit pursuant to the New York State Fire Prevention and Building Code, for the construction of Buildings, additions or alterations, or for the removal or demolition, as herein described. The Applicant agrees to comply with all applicable laws, ordinances, or regulations governing building activities in the Town of Hoosick and will also allow all inspectors to enter the premises for inspections. The applicant also understands that under no circumstances shall personal belongings or furnishings be brought into any new house or addition, without first obtaining a Certificate of Occupancy or written permission from the building and code enforcement office.

Applicant's Name _____	Owner's Name _____
Address _____	Address _____
_____	_____
Phone _____	Phone _____
Email _____	Email _____
Project Description _____	Land Use Area _____
_____	TAX MAP ID _____
(Width) _____ ft. (Depth) _____ ft.	Electric run to building (Yes) / (No)
(Height) _____ ft. (Floor area) _____ Sqft.	Water run to building (Yes) / (No)
Signature of Owner, Applicant or Agent _____	Clearly print Name _____

Project Value\$ _____

Total Fee due \$ _____

This application of _____ Dated _____ is hereby
Approved (disapproved) and permission is granted (refused) for the construction, reconstruction or
alteration of a building and /or accessory structure as set forth above.

Reason for refusal of Permit: _____

Dated _____

Authorized Signature

LAWS OF NEW YORK, 1998
CHAPTER 439

The general municipal law is amended by adding a new section 125 to read as follows:

125. ISSUANCE OF BUILDING PERMITS. NO CITY, TOWN OR VILLAGE SHALL ISSUE A BUILDING PERMIT WITHOUT OBTAINING FROM THE PERMIT APPLICANT EITHER:

1. PROOF DULY SUBSCRIBED THAT WORKERS' COMPENSATION INSURANCE AND DISABILITY BENEFITS COVERAGE ISSUED BY AN INSURANCE CARRIER IN A FORM SATISFACTORY TO THE CHAIR OF THE WORKERS' COMPENSATION BOARD AS PROVIDED FOR IN SECTION FIFTY-SEVEN OF THE WORKERS' COMPENSATION LAW IS EFFECTIVE; OR

2. AN AFFIDAVIT THAT SUCH PERMIT APPLICANT HAS NOT ENGAGED AN EMPLOYER OR ANY EMPLOYEES AS THOSE TERMS ARE DEFINED IN SECTION TWO OF THE WORKERS' COMPENSATION LAW TO PERFORM WORK RELATING TO SUCH BUILDING PERMIT.

Implementing Section 125 of the General Municipal Law

1. General Contractors -- Business Owners and Certain Homeowners

For businesses and certain homeowners listed as the general contractors on building permits, proof that they are in compliance with Section 57 of the Workers' Compensation Law (WCL) is **ONE** of the following forms that indicate that they are:

- ♦ insured (C-105.2 or U-26.3),
- ♦ self-insured (SI-12), or
- ♦ are exempt (CE-200),

under the mandatory coverage provisions of the WCL. Any residence that is not a **1, 2, 3 or 4 Family, Owner-occupied Residence** is considered a business (income or potential income property) and must prove compliance by filing one of the above forms.

2. Owner-occupied Residences

For homeowners of a **1, 2, 3 or 4 Family, Owner-occupied Residence**, proof of their exemption from the mandatory coverage provisions of the Workers' Compensation Law when applying for a building permit is to file form BP-1.

- ♦ Form BP-1 shall be filed if the homeowner of a **1, 2, 3 or 4 Family, Owner-occupied Residence** is listed as the general contractor on the building permit, and the homeowner:
 - ◊ is performing all the work for which the building permit was issued him/herself,
 - ◊ is not hiring, paying or compensating in any way, the individual(s) that is(are) performing all the work for which the building permit was issued or helping the homeowner perform such work, or
 - ◊ has a homeowner's insurance policy that is currently in effect and covers the property for which the building permit was issued AND the homeowner is hiring or paying individuals a total of less than 40 hours per week (aggregate hours for all paid individuals on the jobsite) for the work for which the building permit was issued.
- ♦ If the homeowner of a **1, 2, 3 or 4 Family, Owner-occupied Residence** is hiring or paying individuals a total of **40 hours or MORE** in any week (aggregate hours for all paid individuals on the jobsite) for the work for which the building permit was issued, then the homeowner may not file the "Affidavit of Exemption" form, BP-1(11/04), but shall either:
 - ◊ acquire appropriate workers' compensation coverage and provide appropriate proof of that coverage on forms approved by the Chair of the NYS Workers' Compensation Board to the government entity issuing the building permit (the C-105.2 or U-26.3 form), OR
 - ◊ have the general contractor, (performing the work on the 1, 2, 3 or 4 family, **owner-occupied** residence (including condominiums) listed on the building permit) provide appropriate proof of workers' compensation coverage, or proof of exemption from that coverage on forms approved by the Chair of the NYS Workers' Compensation Board to the government entity issuing the building permit.

Affidavit of Exemption to Show Specific Proof of Workers' Compensation Insurance Coverage for a 1, 2, 3 or 4 Family, Owner-occupied Residence

*****This form cannot be used to waive the workers' compensation rights or obligations of any party.*****

Under penalty of perjury, I certify that I am the owner of the 1, 2, 3 or 4 family, **owner-occupied** residence (including condominiums) listed on the building permit that I am applying for, and I am not required to show specific proof of workers' compensation insurance coverage for such residence because (please check the appropriate box):

- ☐ I am performing all the work for which the building permit was issued.
- ☐ I am not hiring, paying or compensating in any way, the individual(s) that is(are) performing all the work for which the building permit was issued or helping me perform such work.
- ☐ I have a homeowners insurance policy that is currently in effect and covers the property listed on the attached building permit AND am hiring or paying individuals a total of less than 40 hours per week (aggregate hours for all paid individuals on the jobsite) for which the building permit was issued.

I also agree to either:

- ◆ acquire appropriate workers' compensation coverage and provide appropriate proof of that coverage on forms approved by the Chair of the NYS Workers' Compensation Board to the government entity issuing the building permit if I need to hire or pay individuals a total of 40 hours or more per week (aggregate hours for all paid individuals on the jobsite) for work indicated on the building permit, or if appropriate, file a CE-200 exemption form; OR
- ◆ have the general contractor, performing the work on the 1, 2, 3 or 4 family, **owner-occupied** residence (including condominiums) listed on the building permit that I am applying for, provide appropriate proof of workers' compensation coverage or proof of exemption from that coverage on forms approved by the Chair of the NYS Workers' Compensation Board to the government entity issuing the building permit if the project takes a total of 40 hours or more per week (aggregate hours for all paid individuals on the jobsite) for work indicated on the building permit.

(Signature of Homeowner)

(Date Signed)

(Homeowner's Name Printed)

Home Telephone Number _____

Property Address that requires the building permit:

<p><i>Sworn to before me this _____ day of</i> _____, _____.</p> <p><i>(County Clerk or Notary Public)</i></p>
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Once notarized, this BP-1 form serves as an exemption for both workers' compensation and disability benefits insurance coverage.