BUILDING PERMIT APPLICATION

TOWN OF BEDFORD

Building Permit Application

Notice to Applicants

Effective January 1, 2008 all building permit applications reflecting expansion and/or relocation of bedrooms and residences either demolished or altered more than gross floor area increase of 100% or more or 1000 square feet or more will require approval from Westchester County Department of Health. Westchester County Department of Health approval is also required for all Pool House applications with plumbing.

It is mandatory that the ***AGE*** of structure be included in the application

***Please Note:** If the estimated cost of construction is more than $20,000, the Design Professional must complete the affidavit to certify the cost of construction included in the application.

HERS Rating shall be required for any new residence/building and any renovation more than 75% of the existing structure.

****Commencing on February 3, 2014***, the Building Department will require that all building permits must submit a disc or USB flash drive of **STAMPED** architect plans, property survey, septic plan and any other paper that is larger than 8 ½ x 11 along with the hard copies of the plans(which should be no larger than 24x36), survey, etc. The electronic format should be in a TIFF or PDF format.

Please allow a 2 to 4 week time period for building permits to be processed.

IT IS THE RESPONSIBILITY OF THE OWNER/BUILDER TO CALL FOR ALL INSPECTIONS AND TO BE SURE THE CERTIFICATE OF COMPLIANCE IS ISSUED

The Building Department shall determine fees **($75.00 application fee due at time of submission)**, and when construction is completed satisfactorily, the Certificate of Compliance shall be issued.

Per Town code, an electrical permit application must be filed with the Town of Bedford and all electrical inspections shall be performed by a qualified electrical inspection agency authorized by the Town Code.

APPLICANT SHALL SUBMIT:

1. One Building Permit application. If the applicant is not the owner of the property, he must submit a letter from the owner authorizing applicant to act as his agent. The age of the building must be put on the application.

2. One Certificate of Compliance application.

3. Two copies of construction plans(no larger than 24x36) and specifications signed and stamped by a New York State licensed architect or engineer, also if the cost of construction is $20,000 or more we are requiring a disk in TIFF or PDF format containing a copy of the plans.

Westchester County Board of Health Department approval is required if there is a change in bedroom count or a full bathroom is being installed in a basement. One copy of the plans shall be signed off by the Board of Health attesting that the septic system meets their requirements. The applicant is responsible for securing this approval.

4. Two copies of a survey by a licensed surveyor or engineer showing to scale the position of the building on the plat, which establishes setback lines. After the foundation is put in an "As-Built Survey" to determine that these lines are correct must be submitted.

5. Insurance forms covering Workers' Compensation and **Disability**. If applicant plans to perform the work himself, forms are available to sign in lieu of the required insurance stating that he accepts full responsibility for sub-contractors. **ACORD FORMS ARE NOT ACCEPTABLE PROOF OF NEW YORK STATE WORKERS' COMPENSATION OR DISABILITY BENEFITS INSURANCE COVERAGE!**

6. A Westchester County License is required.

CONSTRUCTION REMINDERS

1. A Westchester County Plumbing License and a Plumbing Application must be filed before any plumbing work is started.

2. Applicant must file with a qualified electrical inspection agency for **all** electrical inspections. A certificate will be issued by the electrical agency and is required before a Certificate of Compliance can be issued. A Westchester County Electrical License is required.

REQUIRED INSPECTIONS

1. Footing and Foundation.....Foundation inspection after footing drains have been installed.
Foundation survey is required before framing can begin.

2. Concrete Slab

3. Framing & Rough Plumbing

4. Insulation

5. Final Inspection

If minor changes to the filed plans are contemplated, these must be discussed with the Building Inspector, and if approved, the changes shall be so marked on the plans that are on file.

If major changes to the filed plans are contemplated, a new and supplementary Building Permit may be required by the Building Inspector accompanied by revised drawings, approved by a licensed architect or engineer prior to the start of construction.

INSTRUCTIONS FOR CERTIFICATE OF COMPLIANCE

APPLICANT SHALL SUBMIT:

1. Certificate from a qualified electrical inspection agency authorized by the Town Code for electrical work.

2. Certificate of Construction Compliance attesting to the final septic system approval from the Board of Health.

3. Certificate of Compliance from either the Town, State or County Highway Department for the driveway.

4. Updated final survey by a licensed surveyor or engineer attesting to "as built" condition.

5. Sign-off from any other department or agency that has been consulted with regard to the permit.

TOWN OF BEDFORD

☐ **New Building** ☐ **Addition** ☐ **Alteration** ☐ **Demolition** ☐ **Roof** ☐ **Pool** ☐ **Already Built** **Bldg. Permit No.**_____

To the Building Inspector:

Application is hereby made for permission to perform the work in accordance with the plans and specifications herewith submitted and in compliance with the information given below.

It is agreed that if such permission is granted, said building will conform in all respects to said plans and specifications and shall comply with all provisions of the Town of Bedford Zoning Ordinance, and all State and Federal Laws or regulations pertaining in any way thereto.

Attached hereto are duplicate copies of the survey showing to scale position of building on the plot.

Owner _____ Address _____ Tel.#_____

Applicant _____ Address _____ Tel.#_____

Architect/Engineer _____ Address _____ Tel.#_____

Builder _____ Address _____

Building is located at _____

Section _____ Block _____ Lot _____ Town of Bedford Assessment Map.

INFORMATION MUST BE PROVIDED:

Detail of proposed construction: _____

_____

_____

Estimated **COST OF CONSTRUCTION**: $_____

AFFIDAVIT OF CONSTRUCTION COST: This affidavit must be completed by the Design Professional if the estimated cost is $20,000 or more OR for Legalizations

I _____ do hereby affirm and certify as follows: (i) I am an architect/engineer (circle one) licensed by the State of New York; (ii) I have reviewed the plans, drawings and specifications for this application and am fully familiar with the proposed construction; (iii) based on my training and experience, I estimate the total cost of construction including all labor, all materials, all professional fees and all associated costs to be approximately $ _____, and (iv) pursuant to Penal Law § 210.45, I acknowledge that a false written statement made knowingly is a Class A misdemeanor.

Signature: _____ Date: _____

Sign and Affix Seal

Amount of square feet for new project _____ Total % of Building Coverage of property_____

Total % of Impervious Surface of property _____ Area of disturbance _____ **If over 5000 sq. ft. submit erosion & sediment control plan.**

Age of Building or year built _____

TYPE OF STRUCTURE

☐ One Family Dwelling ☐ Two Family Dwelling ☐ Multiple Dwelling

Accessory Structure _____ Pool ☐ Tennis Court ☐ Commercial ☐

ZONING DISTRICT R-4A 2A 1A 1/2A 1/4A TF VA MF EL
(circle)
RO CB NB LI RB PBO PBR PBOK

Number of stories _____; Height _____feet. Interior only _____

Front yard _____feet. Rear yard _____feet. Side yard _____feet one side.

Side yard _____feet other side.
The above setbacks must be filled in.

I hereby certify that the statements and data on this sheet are correct and true to the best of my knowledge and belief. Property Owner shall sign application or file letter of approval to:

(Signed) _____

Telephone No. _____/Email _____

Action By Building Inspector

The foregoing application and accompanying plans and specifications have been examined and considered, and the following action taken by me:

☐ Board of Health Approval
☐ Highway Approval
Town of Bedford ☐
Westchester County ☐
State of New York ☐

☐ Application Rejected
☐ Application Granted
☐ Referred to Board of Appeals

Variance Requested _____

_____

_____

_____

_____

_____
Building Inspector of the Town of Bedford, New York

FEES:

Building: _____

Certificate of Compliance _____

Total: _____

Permit No. _____

Date Approved _____

Date Notified _____

TOWN OF BEDFORD
Building Department

$100.00 Fee

APPLICATION FOR CERTIFICATE OF COMPLIANCE

Permit No. _____ Date of Application

Certificate No. _____ _____/_____/_____

Date Issued ____/____/____

Property Owner: _____

Location of Property: _____

Tax Designation: Section _____ Block _____ Lot _____ Zone _____

Description of Construction: _____

_____

_____

(Sign) _____
Applicant

NOTICE OF UTILIZATION OF TRUSS TYPE CONSTRUCTION, PRE-ENGINEERED WOOD CONSTRUCTION AND/OR TIMBER CONSTRUCTION IN RESIDENTIAL STRUCTURES

(In accordance with Title 19 NYCRR PART 1265)

TO: ***Town of Bedford***

OWNER OF PROPERTY: _____

SUBJECT PROPERTY (ADDRESS AND TAX MAP NUMBER):

_____

_____

_____

PLEASE TAKE NOTICE THAT THE (CHECK ALL THAT APPLY):

☐ New Residential Structure

☐ Addition to Existing Residential Structure

☐ Rehabilitation to Existing Residential Structure

TO BE CONSTRUCTED OR PERFORMED AT THE SUBJECT PROPERTY REFERENCE ABOVE WILL UTILIZE (check each applicable line):

☐ Truss Type Construction (TT)

☐ Pre-Engineered Wood Construction (PW)

☐ Timber Construction (TC)

IN THE FOLLOWING LOCATION(S) (CHECK APPLICABLE LINE):

☐ Floor Framing, Including Girders and Beams (F)

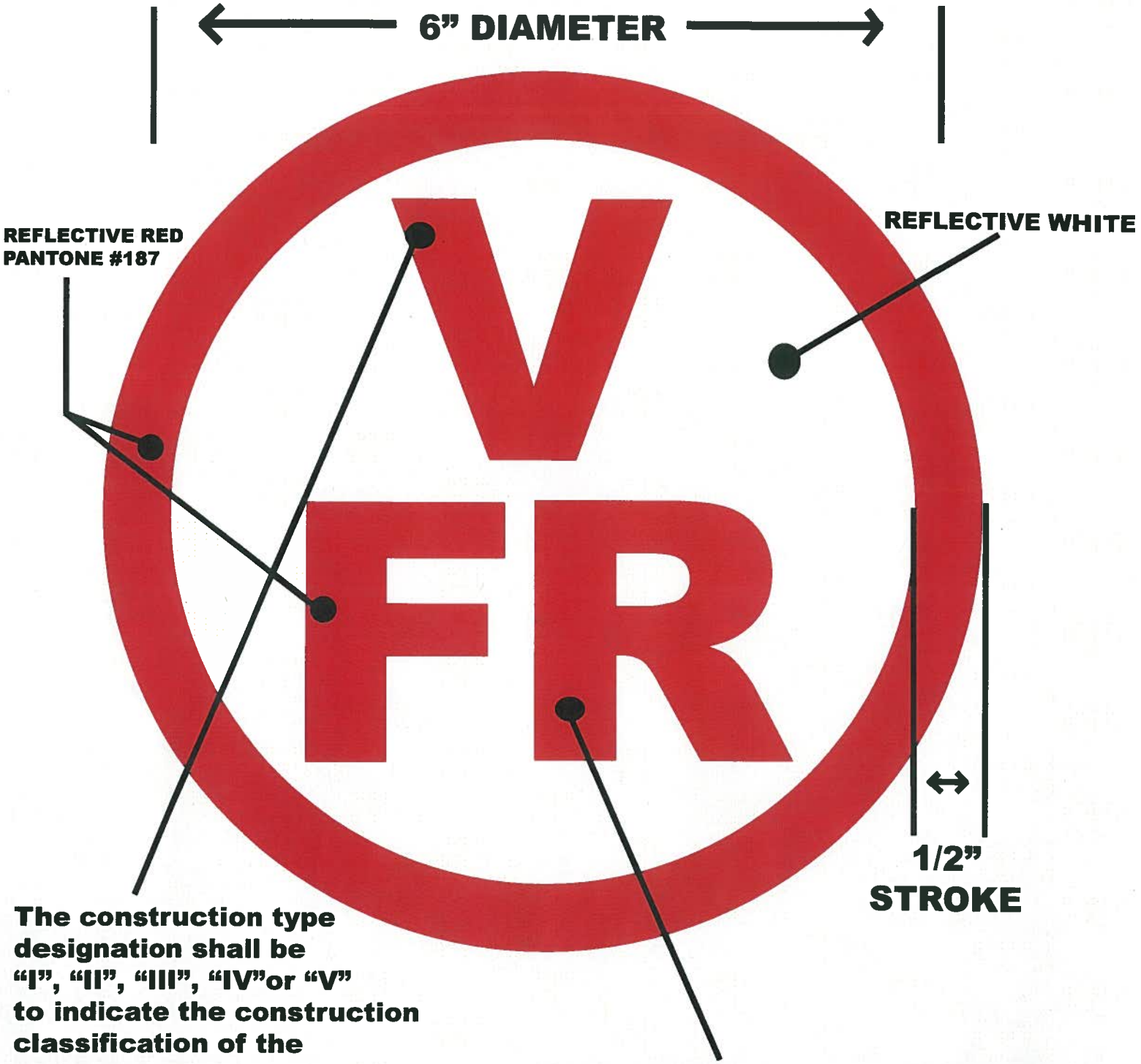
☐ Roof Framing (R)

☐ Floor Framing and Roof Framing (FR)

SIGNATURE: _____ **DATE:** _____

PRINT NAME: _____

CAPACITY (Check One): ☐ Owner ☐ Owner's Representative



The construction type designation shall be "I", "II", "III", "IV"or "V" to indicate the construction classification of the structure under section 602 of the BCNYS

DESIGNATION FOR STRUCTURAL COMPONENTS THAT ARE OF TRUSS TYPE CONSTRUCTION

"F"	FLOOR FRAMING, INCLUDING GIRDERS AND BEAMS
"R"	ROOF FRAMING
"FR"	FLOOR AND ROOF FRAMING

NYS BUILDING STANDARDS AND CODES

TOWN OF BEDFORD
BUILDING DEPARTMENT
425 Cherry St., Bedford Hills, NY 10507
Phone: 914-666-8040 Fax: 914-666-2026
www.bedfordny.info email: buildinginsp@bedfordny.info

BEDFORD HOME ENERGY CONSERVATION AFFIDAVIT

I, _____, certify that I will personally rate the building or buildings referenced below and that the building(s) will be built to standards set forth in Section 52.1 of the Code of the Town of Bedford, and that I am a certified HERS rater qualified to rate structures and buildings for compliance with Home Energy Rating System. I will submit a copy of my final report to the Town, and I understand that no Certificate of Compliance can be issued until the final report has been submitted to the Town showing compliance with Section 52.1 and current version of the Energy Conservation Construction Code of New York State.

_____
Signature

Print Certified HERS Rater Name _____

Accredited HERS Provider _____

Address _____

Telephone/Email _____

Building/Buildings to be rated:

Property Owner: _____

Address: _____

Subject Property: _____

SBL: _____

Building Permit No. _____

List of HERS Raters

Healthy Home Energy & Consulting, Inc.
www.gethealthyhome.com
Kevin Brenner
kbrenner@healthyhomeconsults.com
Phone: 914-242-9733
Fax: 914-470-0505
362 Adams Street
Bedford Hills, NY 10507

Steven Winter Associates, Inc.
www.swinter.com
Karla Donnelly
kdonnelly@swinter.com
203-857-0200 x303 (direct)
203-246-2880 (cell)
61 Washington Street
Norwalk, CT 06854

A.L.E.C., LLC
Tony Lisanti
lisantit@optonline.net
Phone: 914-329-2281
75 Timberline Drive
Nanuet, NY 10954

Michael K. Hicks
Michael K. Hicks
MHicks.eec@gmail.com
Phone: 845-271-9385
Fax: 845-268-6884
282 North Route 303
Congers, NY 1092

Robison Energy, LLC
www.robisonoil.com
Tony Lisanti
tlisanti@robisonoil.com
Phone: (914)847-0238
500 Executive Blvd.
Elmsford, NY 10523

Thuesen Management Corp.
Robert Vogel
kentthuesen64@yahoo.com
Phone: 904-906-2667
345 Lexington Avenue
Mt. Kisco, NY 10549

Clover Comfort "The Green Home Pros" Heating, Cooling, Air Quality & Smart Energy Renovations
www.clovercool.com
Anthony Marmo
amarmo@clovercool.com
Phone: 914-631-6744
Fax: 914-631-3619
PO Box 844
Sleepy Hollow, NY 10591

Additional raters can be found at this web site
http://www.nyserda.ny.gov/Contractors/Find-a-Contractor/Home-Energy-Raters.aspx

RECEIVED
DEC 17 2008
BEDFORD BUILDING
DEPARTMENT

Westchester gov.com

NOTICE

DATE: December 15, 2008

TO: BUILDING CODE ENFORCEMENT OFFICIALS

FROM: Westchester County Department of Health

RE: DEPARTMENT OF HEALTH APPROVAL REQUIRED FOR ANY CHANGE OF USE AT A COMMERCIAL BUILDING SERVED BY AN OWTS and ANY MAJOR EXPANSION OF AN EXISTING HOME SERVED BY AN OWTS EFFECTIVE IMMEDIATELY

Please be informed that effective immediately any CHANGE OF USE at a commercial or institutional building or structure served by an Onsite Wastewater Treatment System (OWTS), a/k/a septic system, and any MAJOR EXPANSION of an existing residential building or structure served by an OWTS, requires prior written approval from the Department in accordance with Article VIII, Section 873.726 of the Westchester County Sanitary Code.

These requirements result from amendments to Article VIII of the Westchester County Sanitary Code effective November 7, 2008.

Change of use and Major expansion shall only apply to buildings or structures served by an OWTS, and are defined as follows:

- **Change of use** at a **commercial** or institutional building or structure shall mean, but not be limited to any change in nature of wastewater generated, any change in quantity of the wastewater generated, **any change in utilization or intensity of use of the building or structure, and any change in the type of facility or facilities that occupy the building or structure.** Types of facilities shall include but not be limited to housing, retail, food service, office, warehouse, dental, medical, salons, and industrial.
- **Major expansion** of an existing building or structure shall be defined as any renovation or expansion of an existing **residential** building or structure resulting in a gross floor area increase of 100% or more, or 1,000 square feet or more, whichever is less, within any five year period; or resulting in an increase in the total number of bedrooms in such building or structure.

  In determining whether or not a renovation or building expansion results in a **major expansion;** gross floor area increase **shall not include new** porches, decks, unheated deck or porch enclosures, and garages. However, heated deck and porch enclosures shall be included, and unfinished rooms and attic or storage space may be included.

Other Code amendments effective on November 7, 2008, include Article VIII, Section 873.739 that requires prior written approval from the Department to construct/install any sewage holding tank to serve any building, structure, or premises; e.g. sewage holding tank to serve standalone bathroom facilities intended for seasonal use at recreational locations that will not support an OWTS.

A link to Article VIII of the Westchester County Sanitary Code, which includes further details and all amendments effective November 7, 2008, may be found on the Department homepage at http://www.westchestergov.com/health/default.htm.
For more information, please contact the Westchester County Department of Health Mount Kisco District Office at (914) 864-7333.

pc: Mayor/Village Manager/Town Supervisor

(11/08)

Westchester gov.com

WESTCHESTER COUNTY DEPARTMENT OF HEALTH

Commissioner Rules and Regulations
Residential Subsurface Sewage Treatment Systems

RE: COMPLETE TEARDOWN AND REBUILD OF AN EXISTING RESIDENTIAL BUILDING

Code Reference: Chapter 873, Article VIII, Section 873.726 (A) of the Laws of Westchester County.

POLICY: **The complete teardown and rebuild of an existing residential building shall not constitute a "new" building construction provided; that such rebuild does not represent a Major Expansion of the existing residential building, and that such rebuild generally follows the existing building footprint without further encroaching on any required minimum separation distances set forth in the Westchester County Health Department Rules and Regulations for the Design and Construction of Residential Subsurface Sewage Treatment Systems and Drilled Wells in Westchester County, New York.**

RECEIVED
JAN 14 2010
BEDFORD BUILDING DEPARTMENT

Adopted by the Commissioner Pursuant to
Article II, Section 873.203.2 of
Chapter 873 of the Laws of Westchester County
Effective 12/28/2009

New York State Department of Labor
Eliot Spitzer, *Governor*
M. Patricia Smith, *Commissioner*

OCTOBER, 2007

NOTICE
RE:
BUILDING DEMOLITION/RENOVATION

Industrial Code Rule 56 established work practice, asbestos contractor license, and asbestos worker training and certification requirements that protect the public from cancer causing airborne asbestos fiber that can arise form various construction activities, including the demolition/renovation of a building. One very important aspect of the Code covers requirements that specifically address the potential public health hazards associated with the significant amount of airborne asbestos fiber that can be released during the demolition/renovation of a building that contains asbestos or asbestos-containing materials.

New York State Labor Law (Article 10, Section 241section 241.10) and the Code require a survey of the impacted portion of the building to be performed to identify the presence of asbestos prior to advertising for bids or contracting for or commencing work on any demolition/renovation work on a building. **The Code requires that this survey must be sent to the local government unit responsible for issuing the demolition/renovation permit. Note that only copies of the demolition or pre-demolition survey must be sent to the Department of Labor, Asbestos Control Bureau.** Also, prior to commencement of demolition/renovation work, the impacted asbestos identified in the survey must be removed.

Your assistance, as specified below, would facilitate our enforcement efforts and help avoid the necessity of citing building owners who violate the statute and code:

1. Share this information with the individuals on your staff responsible for issuing demolition/renovation permits. Encourage your staff to contact the appropriate District Office of the Asbestos Control Bureau on the enclosed list should any asbestos issues arise, specifically those related to demolition/renovation.

2. Consider establishing a policy of not issuing a demolition/renovation permit until compliance with Industrial Code Rule 56 is achieved.

3. Call the appropriate District Office of the Asbestos Control Bureau when a demolition/renovation permit is issued to a contractor that has **failed** to provide a survey or has **not removed** the identified asbestos.

Any cooperation you can provide will not only assist in our enforcement efforts but protect the health of your community.

New York State Department of Labor
Eliot Spitzer, *Governor*
M. Patricia Smith, *Commissioner*

OCTOBER, 2007

CONTACT INFORMATION FOR ASBESTOS PROJECTS

The Department of Labor regulates most asbestos control activities in the State through its Asbestos Control Bureau; all contractors must be licensed and all asbestos handlers certified by the Department's Worker Protection Central Processing Unit. Projects must be conducted in accordance with safety standards promulgated by the Commissioner of Labor to avoid potential public health hazards that can result from the improper handling of asbestos or asbestos material, a potential carcinogen. A copy and update to Part 56 of Title 12 of the Official Compilation of Codes, Rules and Regulations of the State of New York (Cited as 12 NYCRR Part 56), a Guidance Document with frequently asked questions and answers, and variance information may be obtained by going on-line to, www.labor.state.ny.us.

For more information, call or write the New York State Department of Labor, Division of Safety and Health at one of the following locations:

ASBESTOS CONTROL BUREAU
DISTRICT OFFICES

ALBANY
State Office Campus
Building 12, Room 157
Albany, NY 12240
Tel: (518) 457-2072

BUFFALO
65 Court Street
Room 405
Buffalo, NY 14202
Tel: (716) 847-7126

SYRACUSE
450 South Salina St.
4th Floor – Room 401
Syracuse, NY 13202
Tel: (315) 479-3215

NEW YORK CITY
75 Varick St.
7th Floor
New York, NY 10013-1917
Tel: (212) 775-3538

TO SUBMIT: ASBESTOS PROJECT NOTIFICATION AND/OR EMERGENCY NOTIFICATION

Asbestos project notifications may be made on-line by going to: www.labor.state.ny.us, quick links, to Asbestos Notification, by licensed asbestos contractors. Emergency notifications must initially be called in for approval: (518) 485-9263. After the approval process, the contractor may proceed to pay and fill out the appropriate on-line notification. You may also mail in your paperwork to: NYS Department of Labor, Worker Protection Central Processing Unit, State Office Campus, Building 12, Room 290, Albany, NY 12240, Tel: (518) 485-9263.

Questions about obtaining and/or renewing an Asbestos license or any type of Asbestos Certification may also be obtained from the Worker Protection Central Processing Unit.

WORKERS' COMPENSATION REQUIREMENTS UNDER WORKERS' COMPENSATION LAW §57

To comply with coverage provisions of the Workers' Compensation Law ("WCL"), businesses must:

A) be legally exempt from obtaining workers' compensation insurance coverage; or
B) obtain such coverage from insurance carriers; or
C) be a Board-approved self-insured employer or participate in an authorized group self-insurance plan.

To assist State and municipal entities in enforcing WCL Section 57, businesses requesting permits or seeking to enter into contracts **MUST provide ONE** of the following forms to the government entity issuing the permit or entering into a contract:

A) CE-200, Certificate of Attestation of Exemption from NYS Workers' Compensation and/or Disability Benefits Coverage;

Starting December 1, 2008, Form CE-200 can be filled out electronically on the Board's website, www.wcb.state.ny.us, under the heading "Forms." Applicants filing electronically are able to print a finished Form CE-200 immediately upon, completion of the electronic application. Applicants without access to a computer may obtain a paper application for the CE-200 by writing or visiting the Customer Service Center at any District Office of the Workers' Compensation Board. Applicants using the manual process may wait up to four weeks before receiving a CE-200. Once the applicant receives the CE-200, the applicant can then submit that CE-200 to the government agency from which he/she is getting the permit, license or contract.
OR

B) C-105.2 -- Certificate of Workers' Compensation Insurance (the business's 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** GSI-105.2 -- Certificate of Participation in Worker's Compensation Group Self-Insurance (the business's Group Self-Insurance Administrator will send this form to the government entity upon request).

DISABILITY BENEFITS REQUIREMENTS UNDER WORKERS' COMPENSATION LAW §220(8)

To comply with coverage provisions of the WCL regarding disability benefits, businesses may:

A) be legally exempt from obtaining disability benefits insurance coverage; or
B) obtain such coverage from insurance carriers; or
C) be a Board-approved self-insured employer.

Accordingly, to assist State and municipal entities in enforcing WCL Section 220(8), 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) CE-200, Certificate of Attestation of Exemption from NYS Workers' Compensation and/or Disability Benefits Coverage;

Starting December 1, 2008, Form CE-200 can be filled out electronically on the Board's website, www.wcb.state.ny.us, under the heading "Forms." Applicants filing electronically are able to print a finished Form CE-200 immediately upon, completion of the electronic application. Applicants without access to a computer may obtain a paper application for the CE-200 by writing or visiting the Customer Service Center at any District Office of the Workers' Compensation Board. Applicants using the manual process may wait up to four weeks before receiving a CE-200. Once the applicant receives the CE-200, the applicant can then submit that CE-200 to the government agency from which he/she is getting the permit, license or contract.
OR

B) DB-120.1 -- Certificate of Disability Benefits Insurance (the business's 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 518-402-0247).

Please note that **for building permits ONLY**, certain homeowners of 1, 2, 3 or 4 family owner-occupied residences serving as their own General Contractor may be eligible to file Form BP-1 (The homeowner obtains this form from either the Building Department or on the Board's website, www.wcb.state.ny.us, under the heading "Forms.")

New York State Department of Labor
Eliot Spitzer, *Governor*
M. Patricia Smith, *Commissioner*

OCTOBER, 2007

CONTACT INFORMATION FOR ASBESTOS PROJECTS

The Department of Labor regulates most asbestos control activities in the State through its Asbestos Control Bureau; all contractors must be licensed and all asbestos handlers certified by the Department's Worker Protection Central Processing Unit. Projects must be conducted in accordance with safety standards promulgated by the Commissioner of Labor to avoid potential public health hazards that can result from the improper handling of asbestos or asbestos material, a potential carcinogen. A copy and update to Part 56 of Title 12 of the Official Compilation of Codes, Rules and Regulations of the State of New York (Cited as 12 NYCRR Part 56), a Guidance Document with frequently asked questions and answers, and variance information may be obtained by going on-line to, www.labor.state.ny.us.

For more information, call or write the New York State Department of Labor, Division of Safety and Health at one of the following locations:

ASBESTOS CONTROL BUREAU
DISTRICT OFFICES

ALBANY
State Office Campus
Building 12, Room 157
Albany, NY 12240
Tel: (518) 457-2072

BUFFALO
65 Court Street
Room 405
Buffalo, NY 14202
Tel: (716) 847-7126

SYRACUSE
450 South Salina St.
4th Floor – Room 401
Syracuse, NY 13202
Tel: (315) 479-3215

NEW YORK CITY
75 Varick St.
7th Floor
New York, NY 10013-1917
Tel: (212) 775-3538

TO SUBMIT:
ASBESTOS PROJECT NOTIFICATION AND/OR EMERGENCY NOTIFICATION

Asbestos project notifications may be made on-line by going to: www.labor.state.ny.us, quick links, to Asbestos Notification, by licensed asbestos contractors. Emergency notifications must initially be called in for approval: (518) 485-9263. After the approval process, the contractor may proceed to pay and fill out the appropriate on-line notification. You may also mail in your paperwork to: NYS Department of Labor, Worker Protection Central Processing Unit, State Office Campus, Building 12, Room 290, Albany, NY 12240, Tel: (518) 485-9263.

Questions about obtaining and/or renewing an Asbestos license or any type of Asbestos Certification may also be obtained from the Worker Protection Central Processing Unit.

STATE OF NEW YORK
WORKERS' COMPENSATION BOARD
BUREAU OF COMPLIANCE
100 BROADWAY
ALBANY. NY 12241-0005

THIS AGENCY EMPLOYS AND SERVES PEOPLE WITH DISABILITIES WITHOUT DISCRIMINATION.

Attached is an application for a certificate of attestation of exemption from New York State Workers' Compensation and/or Disability Benefits insurance coverage.

A certificate of attestation of exemption can ONLY be used to attest to a government entity that the applicant requesting a permit, license or contract from that government entity is not required to carry workers' compensation and/or disability benefits insurance.

Please carefully review the instructions before completing the application.

Exemption Application Instructions:

This application must be completed in its entirety and submitted to the Workers' Compensation Board by mail or fax. The application will be processed in the order received and a certificate of attestation of exemption will be mailed to the applicant. This process may take up to four weeks to complete.

For those who require an exemption immediately, please access the *on-line application* that can be found on the Board's website, www.wcb.ny.gov. Click the "WC/DB Exemption" button on the Board's main webpage and then click on "Request for WC/DB Exemption (Form CE-200)." You will be able to immediately print the certificate of attestation of exemption after completing the on-line application.

Instructions:

1. Applicant Personal Information: Enter the name (first and last), address and phone number. The applicant must have the knowledge, information and legal authority to file the application. An accountant or lawyer may not file the application on behalf of a client. The applicant will also be required to sign the certificate of attestation of exemption prior to filing it with the government entity.

2. Your title: Title refers to the position held by the applicant. Example: Sole Proprietor, Partner, Member, President, Secretary, Treasurer.

3. Legal Entity Information: Enter Federal ID number used for tax purposes. If the entity does not have a Federal ID number, enter your social security number. Legal Entity is the business's legally filed name with the Department of State or County Clerk. Example: Corporation (ABC, Inc.) or LLC name (XYZ, LLC). If this does not apply, enter the applicant's name. Doing business as refers to trade name or the name the business is known by.

4. Permit/License/Contract Information: Nature of business refers to what type of work is being performed. Enter the type of permit, license or contract for which you are applying. Examples: Building permit, health permit, liquor license. Issuing Government Agency is the agency to which you will give the certificate. Examples: City of Albany,

(Continued on reverse)

Orange County Health Department, New York State Department of Transportation.

5. Job Site Location Information: If applying for a building permit, this section must be completed or form will be rejected. Certificates are job specific and must list the physical location where the work will be performed. The dates and estimated dollar amount of the project must also be completed. If applying for a license or contract, leave this section blank.

6. Partners/ Members /Corporate Officers: Must be completed with names and titles of all principals of business. *Limited Partnerships must ONLY list General Partners.* Sole proprietors can skip this section.

7. Truthfully select one reason for a Workers' Compensation Exemption from box A-J. If none apply, coverage is almost always required. If box I is checked, you must enter the name and telephone number of the temporary service agency. If box J is checked, you must enter the carrier and policy information.

8. Truthfully select one reason for a Disability Benefits Exemption from box A-G. If none apply, coverage is almost always required.

9. Application must be signed and dated by the applicant.

10. Mail or fax application to:

New York State Workers' Compensation Board
Bureau of Compliance - CE-200
100 Broadway
Albany, NY 12241-0005
Fax: 518-486-7145

11. A certificate of attestation of exemption will be mailed upon processing. Applications that are incomplete, illegible or those applicants having outstanding penalties, no-insurance claims or other issues with the NYS Workers' Compensation Board will be rejected and returned to the applicant.

12. Certificates of attestation of exemption contain a unique certificate number used by government officials to verify the validity of the certificate. Certificates are only valid for the specific license, permit or contract and the period for which it is issued. Certificates for building permits are job-specific and a separate certificate will be required for each building permit.

13. The Board may investigate the entity claiming exemption from coverage. Any false statement, representation, or concealment will subject the applicant to felony criminal prosecution including jail, and civil liability in accordance with the Workers' Compensation Law and all other New York State laws.

If you have questions regarding coverage requirements for Workers' Compensation and/or Disability Benefits Insurance, please call the Workers' Compensation Board Bureau of Compliance at 1-866-546-9322.

2. Openings for required guards on the sides of stair treads shall not allow a sphere $4^3/_8$ inches (107 mm) to pass through.

SECTION R313
SMOKE ALARMS, CARBON MONOXIDE ALARMS AND AUTOMATIC SPRINKLER SYSTEMS

R313.1 Smoke detection and notification. All smoke alarms shall be listed in accordance with UL 217 and installed in accordance with the provisions of this code and the household fire warning equipment provisions of NFPA 72.

Household fire alarm systems installed in accordance with NFPA 72 that include smoke alarms, or a combination of smoke detector and audible notification device installed as required by this section for smoke alarms, shall be permitted. The household fire alarm system shall provide the same level of smoke detection and alarm as required by this section for smoke alarms in the event the fire alarm panel is removed or the system is not connected to a central station.

R313.1.1 Location. Smoke alarms shall be installed in the following locations:

1. In each sleeping room.
2. Outside each separate sleeping area in the immediate vicinity of the bedrooms.
3. On each additional story of the dwelling, including basements but not including crawl spaces and uninhabitable attics. In dwellings or dwelling units with split levels and without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one full story below the upper level.

When more than one smoke alarm is required to be installed within an individual dwelling unit the alarm devices shall be interconnected in such a manner that the actuation of one alarm will activate all of the alarms in the individual unit.

Exception: Interconnection is not required where smoke alarms are permitted to be battery operated in accordance with Section R313.1.2.

R313.1.2 Power source. In new construction, the required smoke alarms shall receive their primary power from the building wiring when such wiring is served from a commercial source or an on-site electrical power system, and when primary power is interrupted, shall receive power from a battery. Wiring shall be permanent and without a disconnecting switch other than those required for overcurrent protection. Smoke alarms shall be permitted to be battery operated when installed in buildings without commercial power or an on-site electrical power system or in buildings that undergo repair, alteration, change of occupancy, addition or relocation in accordance with Appendix J.

R313.2 Smoke alarms and carbon monoxide alarms in existing dwellings. Existing dwellings undergoing repair, alteration, change of occupancy, addition or relocation shall be provided with smoke alarms and carbon monoxide alarms as required by Appendix J.

R313.3 Combination smoke and carbon monoxide alarms. Combination smoke and carbon monoxide alarms are permitted, provided the alarm is listed for such use. Combination smoke and carbon monoxide alarms shall have distinctly different alarm signals for smoke or carbon monoxide alarm activation.

R313.4 Carbon monoxide alarms. This section covers the application, installation and performance of carbon monoxide alarms and carbon monoxide detectors, and their components, in one- and two-family dwellings and multiple single-family dwellings (townhouses).

R313.4.1 General. Carbon monoxide alarms (or, where permitted, carbon monoxide detectors) shall be installed, operated and maintained in accordance with the provisions of this section, or in accordance with the provisions of NFPA 720.

Exception: Carbon monoxide alarms and/or carbon monoxide detectors shall not be required in a building or structure that contains no carbon monoxide source.

R313.4.2 Required locations. Carbon monoxide alarms shall be provided in the following locations:

1. Within each dwelling unit on each story containing a sleeping area, within 15 feet of the sleeping area. More than one carbon monoxide alarm shall be provided where necessary to assure that no sleeping area on a story is more than 15 feet away from a carbon monoxide alarm.
2. On any story of a dwelling unit that contains a carbon monoxide source.

Exceptions:

1. Where coverage at a location is required by more than one provision of this section, providing one carbon monoxide alarm at such location shall be deemed to satisfy all such provisions.
2. In lieu of a carbon monoxide alarm, a carbon monoxide detector may be provided at any location where coverage is required, provided that such carbon monoxide detector is part of a system that causes an alarm to sound at such location when carbon monoxide is detected at such location.

R313.4.3 Power source. Carbon monoxide alarms, carbon monoxide detectors, and the alarm control units to which carbon monoxide detectors are connected shall receive their primary power from the building wiring, and shall be equipped with a battery backup system that automatically provides power from one or more batteries when primary power is interrupted. Wiring shall be permanent and with-

out a disconnecting switch other than those required for over current protection.

Exceptions:

1. Carbon monoxide alarms and carbon monoxide detectors installed in a building or structure without an electrical power source shall be battery operated.
2. In buildings that undergo repair, alteration, change of occupancy, addition or relocation in accordance with Appendix J, carbon monoxide alarms and carbon monoxide detectors may be battery operated, cord-type or direct plug.

R313.4.4 Equipment. Carbon monoxide alarms shall be listed and labeled as complying with UL 2034 or CSA 6.19. Carbon monoxide detectors shall be listed and labeled as complying with UL 2075 and shall meet the sensitivity testing and alarm thresholds of UL 2034 or CSA 6.19. Carbon monoxide alarms, carbon monoxide detectors and alarm control units shall be installed in accordance with this section and the manufacturer's installation instructions.

R313.4.4.1 Maintenance and testing. Carbon monoxide alarms, carbon monoxide detectors, and alarm control units shall be maintained in an operative condition at all times. Carbon monoxide alarms, carbon monoxide detectors, and alarm control units shall be periodically tested in accordance with the manufacturer's instructions. The battery or batteries used as the primary or backup power source shall be replaced when low or when otherwise required by the manufacturer's instructions. Carbon monoxide alarms, carbon monoxide detectors, and alarm control units shall be replaced or repaired where defective, and shall be replaced when they cease to operate as intended.

R313.4.4.2 Disabling of alarms. No carbon monoxide alarm, carbon monoxide detector, or alarm control unit shall be removed or disabled, except for service, repair or replacement purposes.

R313.4.5 Interconnection of carbon monoxide alarms and detectors. When more than one carbon monoxide alarm or carbon monoxide detector is required to be installed within an individual dwelling unit or sleeping area, all carbon monoxide alarms and all carbon monoxide detectors in such dwelling unit, sleeping unit or sleeping area shall be interconnected.

Exception: Interconnection is not required where battery operated, cord-type or direct plug carbon monoxide alarms and carbon monoxide detectors are permitted.

R313.5 Automatic sprinkler systems. Buildings having a height of three stories above grade shall be equipped throughout with an automatic sprinkler system installed in accordance with NFPA 13D.

R313.5.1 Existing dwellings. Alterations to an existing attic which create a building height of three stories above grade shall be permitted in conformance with Section AJ604.3 of Appendix J.

SECTION R314
FOAM PLASTIC

R314.1 General. The provisions of this section shall govern the materials, design, application, construction and installation of foam plastic materials.

R314.2 Labeling and identification. Packages and containers of foam plastic insulation and foam plastic insulation components delivered to the job site shall bear the label of an approved agency showing the manufacturer's name, the product listing, product identification and information sufficient to determine that the end use will comply with the requirements.

R314.3 Surface burning characteristics. Unless otherwise allowed in Section R314.5 or R314.6, all foam plastic or foam plastic cores used as a component in manufactured assemblies used in building construction shall have a flame spread index of not more than 75 and shall have a smoke-developed index of not more than 450 when tested in the maximum thickness intended for use in accordance with ASTM E84. Loose-fill type foam plastic insulation shall be tested as board stock for the flame spread index and smoke-developed index.

Exception: Foam plastic insulation more than 4 inches thick shall have a maximum flame spread index of 75 and a smoke-developed index of 450 where tested at a minimum thickness of 4 inches, provided the end use is approved in accordance with Section R314.6 using the thickness and density intended for use.

R314.4 Thermal barrier. Unless otherwise allowed in Section R314.5 or Section R314.6, foam plastic shall be separated from the interior of a building by an approved thermal barrier of minimum 0.5 inch (12.7 mm) gypsum wallboard or an approved finish material equivalent to a thermal barrier material that will limit the average temperature rise of the unexposed surface to no more than 250°F (139°C) after 15 minutes of fire exposure complying with the ASTM E 119 standard time temperature curve. The thermal barrier shall be installed in such a manner that it will remain in place for 15 minutes based on NFPA 286 with the acceptance criteria of Section R315.4, FM 4880, UL 1040 or UL 1715.

R314.5 Specific requirements. The following requirements shall apply to these uses of foam plastic unless specifically approved in accordance with Section R314.6 or by other sections of the code or the requirements of Sections R314.2 through R314.4 have been met.

R314.5.1 Masonry or concrete construction. The thermal barrier specified in Section R314.4 is not required in a masonry or concrete wall, floor or roof when the foam plastic insulation is separated from the interior of the building by a minimum 1-inch (25 mm) thickness of masonry or concrete.

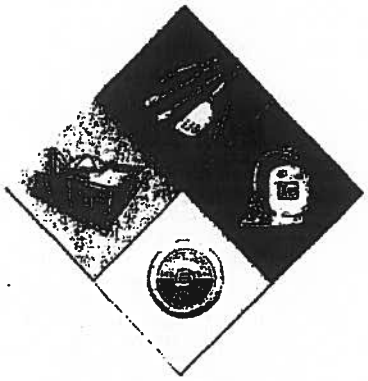
R314.5.2 Roofing. The thermal barrier specified in Section R314.4 is not required when the foam plastic in a roof assembly or under a roof covering is installed in accordance with the code and the manufacturer's installation instructions and is separated from the interior of the building by tongue-and-groove wood planks or wood structural panel sheathing in accordance with Section

POOL FENCE

AN INVE[illegible]

AND A REQUIREMENT OF THE CODE!

Swimming pools, spas, and hot tubs are becoming more frequent in the back yards of homes across the State. While very enjoyable to the users, these places of comfort are very alluring to young children. Protection against unsupervised children is paramount in avoiding a household disaster.



Barriers like pool fences are working! In 1985, New York State started requiring pool fences when the rate of child deaths (newborn to 4 years old) soared to 17 drownings per million. By 1999, that number dropped by 95%.

When do I need a barrier?

Barriers, such as fences, are required around swimming pools, hot tubs and spas. This includes both fixed and portable units, including pre-formed or inflatable pools. The only exception is when a swimming pool is not able to contain more than 24" of water.

Are existing swimming pools exempt from barrier requirements?

No. All swimming pools, no matter how old, are required to have a barrier around them. The Property Maintenance Code of New York State requires an approved barrier around all swimming pools, regardless of their age.

What are the requirements for barriers?

The *Residential Code of New York State* and the *Building Code of New York State* regulate the construction parameters of barriers. Several options are available.

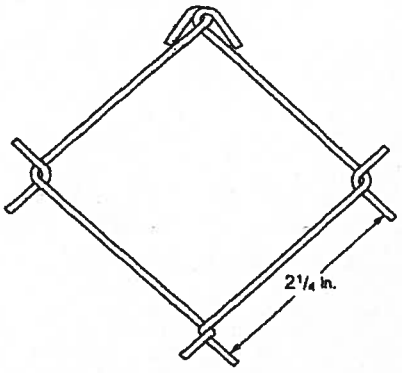
1. A 48" barrier shall surround the pool area. The barrier can be made using various methods including masonry, wood, or metal. Whatever method is used, it must not allow passage of children through the barrier as well as be constructed to prevent climbing.

2. For above ground pools, the side wall can be used as part of the barrier as long as the walls are 48" above the ground and the access ladder is secured. A barrier can be placed on top of the pool if it doesn't quite make the 48" by itself.

3. When the wall of a building serves as the barrier, or a portion thereof, a power operated top can be used or alarms can be placed on the doors leading to the pool area.

CODES DIVISION
DEPARTMENT OF STATE

For more information, contact the Department of State Division of Code Enforcement and Administration 41 State St. Albany, NY 12231
Phone: (518)-474-4073
Fax: (518)-486-4487
http://www.dos.state.ny.us

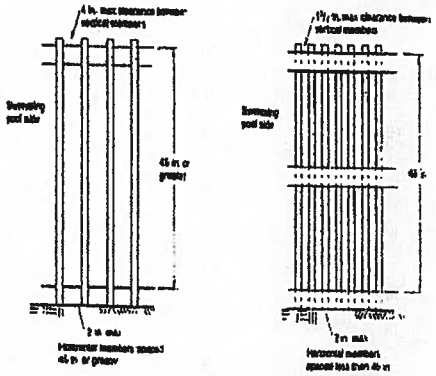


Do I need to put a barrier up to protect my hot tub or spa?

No. Hot tubs and spas are exempt from the barrier if equipped with a safety cover complying with the ASTM F1346 safety standard.

Do fences, gates and folding ladders need to be locked?

Yes. Pool gates and folding ladders do need to be locked when unsupervised. This needs to be achieved by a key, combination, or child-proof lock.



Specifics on fence construction and permitted gates are found in the Residential Code of New York State and the Building Code of New York State

TABLE OF DIMENSIONAL REQUIREMENTS - RESIDENTIAL
Town of Bedford
[Amended 10-18-1994 by L.L. No. 3-1994; 5-4-1985; 9-17-1985; 10-1-2002]

Zoning District	Minimum Lot Area	Minimum Lot Area Per Unit	Minimum Effective Square Side (feet)	Minimum Yard Requirements			Maximum Height[2]		Maximum Coverage		Maximum Building Length (feet)	Minimum Cubage (cubic feet)	Minimum Building Separation
				Front (feet)	Lesser Side/ Total Both Sides (feet)	Rear (feet)	Stories	Feet	Building	Impervious Surface			
R-4A	4 acres	4 acres	250	75	50/100	50	2 ½	35	3%	8%	--	14,000	--
R-2A	2 acres	2 acres	200	50	40/80	50	2 ½	35	6%	14%	--	14,000	--
R-1A	40,000 sq. ft.	40,000 sq. ft.	150	35	30/60	50	2 ½	35	10%	20%	--	14,000	--
R-½A	20,000 sq. ft.	20,000 sq. ft.	100	35	20/45	50	2 ½	35	15%	30%	--	14,000	--
R-¼A	10,000 sq. ft.	10,000 sq. ft.	75	35	15/35	40	2 ½	35	20%	40%	--	11,000	--
TF	10,000 sq. ft.	5,000 sq. ft.	75	35	15/35	40	2 ½	35	20%	40%	125	1-family: 9,000 2-family: 12,600 or 6,300 per unit	--
VA	--	3,500 sq. ft.	--	50	50/100	50	2	35	20%	40%	150	--	--
MF	2 acres	Efficiency: 3,500 sq. ft. 1-bedroom: 4,000 sq. ft. 2-bedroom: 5,500 sq. ft. 3-bedroom: 7,000 sq. ft. 4-bedroom: 8,500 sq. ft.	250	50	50/100	50	2	35	15%	35%	150	--	--
EL	5 acres	6,000 sq. ft.	250	50	50/100	50	2 ½	--	20%	40%	200	--	Not less than height of taller building
DH Diversified Housing	5 acres	Efficiency: 3,500 sq. ft. 1-bedroom: 4,000 sq. ft. 2-bedroom: 4,750 sq. ft. 3-bedroom: 7,000 sq. ft. 4-bedroom: 8,500 sq. ft. (based upon gross parcel area)	250	20	1	20	2 ½	--	15%	35%	200	--	--

NOTES:

[1] Side yard(s): As determined by the Planning Board during site plan review based upon overall characteristics of development and its relationship to adjoining properties and the general pattern of neighborhood development, minimum side yards shall be 10 feet, up to 50 feet for each yard, and 20 feet up to 100 feet in the aggregate, as measured from side property lines.

[2] In all residential zoning districts, the maximum exposed building elevation shall not exceed 40 feet.

BUILDING DEPARTMENT **FEE SCHEDULE**

DESCRIPTION	2014
Building Permit Application Fee - Non Refundable	$75
Building Permit Fee/Cost of Construction/$1,000	$12/$1,000
Sheds (100 Square Feet or Less) - Flat Fee	$100
Additional Legalization Fee for Sheds Already Built	$500
Additional Legalization Fee for All Other Already Built Structures	$1,000
Annual Renewal Fee-Building Permit (after 18 months)	
0 - $25,000 = $100/annually	$100
$24,000 & above=1/2 cost of original building permit fee not to exceed $5,000	Variable
Certificate of Compliance	$100
Certified Copy of CC & CO	$25
Temporary Certificate of Compliance (6 month term)	$500
Certificate of Occupancy	$100
Plumbing Permit - 0 - 8 Fixtures	$75
Plumbing Permit-Per Fixture for Each Additional Fixture after 8	$7
Boiler	$50
Hot Water Heater	$50
Gas (Plumbing Certificate)	$50
Blasting Permit	$200
Fire Sprinkler Installation	$200
Fire Inspection	$25
Generator ($12per $1,000/generator cost + Application & Compliance Fee)	Variable
Propane Tank	$50
Oil Tank-Installation/Removal/Abandonment	$75
Operating Permit	$100
Landlord Registry	$50
Sign Permit - First 10 Square Feet	$50
Sign Permit - Additional Square Footage Above 10 Sq. Ft.	$3.00
Solar Permit (<12KW) Flat Fee Including Electrical & Compliance Fee)	$300
Electrical Permit	
New 1-Family Residence	$50
New 2-Family Residence	$100
Residential Addition/Alteration	$50
Pool	$50
New Commercial Building	$150
Commercial Addition/Renovation	$150
Generator	$50
Low Voltage	$50
Service Upgrade	$50
Fence Permit	
R-1/4A to R-1A	$100
Above R-2A	$200
Commercial	$200
Tree Removal Permit	
One to Ten Trees	$50
Greater than Ten Trees	$50 + $5.00 Per Tree
Wood Burning Stove	$80
Christmas Tree Sales Permit	$150
Christmas Tree Sales-Site Restoration	$400
Going Out of Business Sale	$100
Copies - Architectural Plans	$5
Zoning Application	$350
Zoning Special Permit	$350
Zoning Application for Commercial	$550
Penalty for Occupying/Using New Residence/Commercial Building Without Certificate of Compliance	$500
Violation of Stop Work Order	$500

12/9/2014