

TOWN OF NORTH EAST

19 N Maple Avenue, PO Box 516, Millerton, NY 12546
P 518-789-3300 x606, F 518-789-3399
ne.buildingdept@taconic.net

APPLICATION FOR MECHANICAL PERMIT

DATE: _____

PERMIT #: _____

IDENTIFICATION OF APPLICANT:

NAME OF OWNER _____ PHONE _____

PARCEL GRID NO. _____ -- _____ -- _____ ADDRESS _____

MAILING ADDRESS _____ ZONING DISTRICT _____

APPLICANT'S NAME if other than owner (written consent from owner must accompany this application)

NAME OF APPLICANT _____ PHONE _____

MAILING ADDRESS _____ EMAIL _____

DESCRIBE THE PROPOSED WORK FOR THIS APPLICATION:

- AUXILIARY GENERATOR HVAC SYSTEM SOLAR PANELS ELECTRICAL UPGRADE
 WOOD STOVE OIL TANK INSTALL ELEVATOR PLUMBING SYSTEMS
 BOILER/FURNACE FIREPLACE OTHER _____

DESCRIPTION OF WORK TO BE PERFORMED: _____

SETBACKS: FRONT YARD _____ REAR YARD _____ SIDE YARD _____

ESTIMATED COST \$ _____

ATTACHED HERETO AND MADE A PART OF THIS APPLICATION, I SUBMIT THE FOLLOWING DOCUMENTS:

- A PROPERTY SURVEY OR A COPY OF THE APPROVED PLOT OF THE AFFECTED PREMISES (if applicable)
 MANUFACTURER'S SPECIFICATIONS & CONSTRUCTION PLANS
 REQUIRED LICENSES
 PROOF OF WORKMAN'S COMPENSATION INSURANCE ON FORM #C-105.2 OR U26.3 BY THE CARRIER

APPLICATION IS HEREBY MADE TO THE OFFICE OF THE BUILDING INSPECTOR, DEPARTMENT OF PLANNING, ZONING, AND BUILDING PURSUANT TO THE N.Y.S. UNIFORM FIRE PREVENTION & BUILDING CODE AND THE CODE OF THE TOWN OF NORTH EAST AS ADOPTED BY THE TOWN BOARD. THE APPLICANT AGREES TO COMPLY WITH ALL APPLICABLE LAWS, ORDINANCES, AND REGULATIONS.

SIGNATURE OF APPLICANT _____ DATE _____
(Must be signed in office)

SIGNATURE OF OWNER _____ DATE _____

OFFICE USE ONLY

ADMIN FEE \$ _____ MECH PERMIT FEE \$ _____ RECEIPT # _____ DATE _____

BUILDING INSPECTOR _____ DATE _____

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EXTERIOR MECHANICAL SYSTEMS: Gasification Boilers, Installation of Exterior Oil Tanks, Solar Panels, Exterior Wood Burning Stoves, Auxiliary Generators, Electrical

INTERIOR MECHANICAL SYSTEMS: Boiler/Furnace, HVAC Systems, Plumbing Upgrades, Installation of Interior Oil Tanks, Fireplaces, Chimneys

MECHANICAL PERMIT APPLICATION INFORMATION

The following instructions will provide assistance in filling out an Application for a Mechanical Permit. To avoid unnecessary delays in obtaining a Building Permit, all of the following items shall be provided.

1. **BUILDING PERMIT APPLICATION:** The application must be completed and signed by the owner of the property, or a letter of authorization from the owner allowing the applicant to sign and obtain the Building Permit is required to be submitted with the application.
2. **MANUFACTURER'S SPECIFICATIONS:** Submit a copy of the manufacturer's installation instructions or specifications for the mechanical system.
3. **PLOT PLAN:** Solar panels, exterior oil tanks, generators, and exterior air conditioners require a survey or site plan showing the location of the mechanical system and indicating the proper sideline setbacks from the property line in conformance with Town of North East Zoning Law. If necessary, a survey may be required to confirm conformity. If property is in a municipal water and/or sewer district, show water and sewer line location.
4. **FEES PAID:** Fees shall be paid in accordance with the Standard Schedule of Fees as adopted by the Town Board.