

Town of Moreau

Building and Zoning Dept.

Town Office Complex 351 Reynolds Road Moreau, NY 12828-9261 Phone: (518) 792-4762 ~ Fax: (518)792-4615

PRINCIPLE STRUCTURE APPLICATION REQUIREMENTS

No construction activities begin until an approved permit is issued

THREE SETS OF THE FOLLOWING INFORMATION MUST BE PROVIDED (2 PHYSICAL COPIES AND 1 ELECTRONIC)

ELECTRONIC COPY CAN BE EMAILED TO Biclerk@townofmoreau.org

- FILL OUT APPLICATION CLEARLY AND <u>COMPLETELY.</u> Name, address, contact information and signature of the property owner, applicant, or contractor is required.
- 2) <u>DETAILED DRAWINGS</u> include (but not limited to):
 - a. Foundation
 - b. Floor and wall framing
 - c. Cross Sections
 - d. Elevations
- 3) <u>ENERGY CODE</u> compliance path: Prescriptive mandatory provisions, REScheck or COMcheck
- DETAILED PLANS: If a project makes the structure 1,500 sq. ft or above provide 2 signed and stamped Engineered Plans.
- 5) PLOT PLAN drawn to scale with the use of a survey map or tax map
- a) Proposed structure(s), showing setback dimensions from all property lines
- **b)** Location of all structure(s) on property
- c) Location of (well or water lines)
- **d)** Location of on-site wastewater system or sewer line.
- 6) <u>ELECTRICAL INSPECTION</u> Approved by NYS Certified inspection agency

- 7) **GROUNDWATER** form completed, signed and stamped by licensed design professional.
- 8) **DRIVEWAY** permit approval by appropriate jurisdiction. (Town, County, State)
- 9) **INSURANCE**: REQUIRED by Homeowner <u>or</u> Contractor
 - a. Homeowner:
 - i. Affidavit of Exemption of Workers
 Compensation and/or Disability Benefits
 Insurance Coverage (form CE-200 found at
 https://www.wcb.ny.gov/content/ebiz/wc_
 db_exemptions/requestExemptionOvervie
 w.jsp)
 - ii. Affidavit of Exemption to Show Specific Proof of Workers' Compensation Insurance Coverage for a 1, 2, 3 or 4 Family, Owneroccupied Residence: Form BP-1

b. Contractor:

- i. Certificate of <u>Workers Compensation</u>: Form C-105.2 or U-26.3
- ii. Certificate of <u>Disability</u>: Form DB-120.1 or DB-155
- iii. Affidavit of Exemption of WorkersCompensation and/or Disability Benefits:Form CE-200

ACORD forms are not acceptable proof of Workers
Compensation or Disability Insurance Coverage

<u>FEE</u> as per fee schedule -Collected when application is approved



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PRINCIPLE STRUCTURE APPLICATION

LOCATION Information	
Job Site Address	Tax Map #
Aprox Cost of Construction \$	Zoning District
Site is within a Flood Plain (CIRCLE ONE) YES or NO	
OWNER Information	
Name (PRINT)	Phone #
Address	Email
	Owner's Signature Date
CONTRACTOR or AGENT Information	
Name (PRINT)	Phone #
Address	Email
	Signaturo Dato
Authorization to Act as an A	Signature Date <mark>Agent</mark>
In the event that the owner of the property desires to have and	other individual act as his/her authorized
representative in support of this application the following star	tement must be completed and signed:
I,, owner of the premises locate	ed at
Signature	Number Street
Tax Map #, hereby designate Section Block Lot	Printed Name of Agent
regarding this application for review.	
Person Responsible for code compliance: (PRINT)	
OFFICIAL USE ONLY Dormit Foo: \$ Issue Date: / / Expire D	into: / /
Permit Fee: \$ Issue Date:// Expire D	ate/
Building Inspector:Date	e Approved:
Zoning Coordinator Approval:	
Zoming coordinator Approval.	

PROPOSED CONSTRUCTION – NEW DWELLING					
CHECK ALL THAT APPLIES	INDICAT	E MEASU	RMENTS BELOW		
	1 st FL	OOR	2 nd FLOOR	TOTAL	HEIGHT Ft.
	Sq.	Ft.	Sq. Ft.	Sq. Ft.	
SINGLE FAMILY DWELLING					
TWO-FAMILY DWELLING					
MULTI-FAMILY DWELLING (# IF UNITS)					
☐ TOWNHOUSE					
COMMERCIAL					
☐ ATTACHED GARAGE					
OTHER:					
Heating Source (CHECK ONE) NATURAL GAS PROPANE OI	L [] woo	OSTOVE/FIREPLACE	OTHER:	
CENTRAL AIR CONDITIONING YES NO	NUMBER	R OF BEDF	ROOMS:	NUMBER OF BATH	IROOMS:
PROPOSED CONSTRUCTION – ADDITION/ALT	FRATION	J			
DESCRIBE ALTERATION / ADDITION (examples	ı		RMENTS BELOW		
porch, deck, living room, bedroom, dining	INDICAT	E WIEASU	KIVIEN 13 BELOW		
room, etc.):					
	1 st FL	OOR	2 nd FLOOR	TOTAL	HEIGHT
DESCRIBTION:	Sq.	Ft.	Sq. Ft.	Sq. Ft.	Ft.
Heating Course (CHECK ONE)					
Heating Source (CHECK ONE) NATURAL GAS PROPANE OI	Г	l woor	OSTOVE/FIREPLACE	OTHER:	
CENTRAL AIR CONDITIONING YES NO	NUMBER	R OF BEDF	ROOMS:	NUMBER OF BATH	IROOMS:
				•	
SITE Information:					
a. LOT AREA IN ACRES or SQUARE FEET					
b. SETBACKS				ACK ft.	
		SIDE _	ft. SII	DE ft.	
c. CORNER LOT (Has 2 fronts & 2 sides) CH	ECK ONE	Yes	N	0	
d. PUBLIC or PRIVATE WATER SOURCE					
e. f. SEWER or SEPTIC					
g.					
h. NYS CERTIFIED ELECTRICAL INSPECTION A	AGENCY				

NATURE LIGHT, VENTILATION, AND EMERGENCY EGRESS REQUIRMENTS CALCULATION SHEET

ADDRESS:	
PERSON FILLING OUT CALCULATION SHEET: _	

	T	T	Г	1	1		
NAME	ROOM	REQUIRED	ACTUAL	REQUIRED	ACTUAL	SUARE FOOT	REMARKS
OF	AREA in	LIGHT (8%	LIGHT in	VENT (4%	VENT in	OPENING FOR	
ROOM	Square	of Room	Square	of Room	Square	EGRESS	
	Feet	Area)	Footage	Area)	Footage	(Min.	
		, ca,	. ootage	7 547	. 001460	dimensions 20"	
						x 24")	

TOWN OF MOREAU ON-SITE WASTEWATER TREATMENT SYSTEM PERMIT APPLICATION

LOCATION Information					
Job Site Address	Tax Map I	Tax Map ID#			
OWNER Information					
Owners Name		Phone # _			
Address		Email			
		Owner's s	ignature	Date	
INSTALLER'S INFORMATION (if applicable	e)				
Applicant		Phone # _	Phone #		
Address		Email			
		Contracto	r's Signature	Date	
SYSTEM INFORMATION:					
TYPE OF SYSTEM INSTALLED:	New	Addition	Replacement		
	COMPONENT SI	ZE & MATERIAL	COMPONENT SIZ	E & MATERIAL	
TYPE OF ABSORBTION SYSTEM:					
Conventional					
Gravel-less Absorption System					
Alternative					
DESIGN CRITERIA:					
No. of Bedrooms					
Garbage Grinder					
Spa Tub					
Bonus Space					
EQUIPMENT TO BE INSTALLED:					
Septic Tank Size and Material					
Distribution Box					
Total Ft. of Absorption Field					
No. of lines/Ft. per line					
Seepage Pit					
WATER SOURCE: Well / Municipal					
I affirm that the information I've giver Town will rely on this information in n	• •		mplete and I unders	stand that the	
Applicant		Applicant			
Name (PRINT):		Name (SIGN):			

A Record Drawing of the system shall be submitted to the Building Department once the final inspection has passed.

The record drawings shall include, but not be limited to, triangulation distances to the septic tank covers, D-box, & the corners of the finished leach field.

TOWN OF MOREAU NOTICE OF TRUSS TYPE, PRE-ENGINEERED WOOD AND/OR TIMBER CONSTRUCTION

Effective January 1, 2015, Title 19 of the Official Compilation of Codes, Rules and Regulations of the State of New York is amended by adding a new Part 1265.

Section 382-b of the Executive Law provides that any person utilizing truss type, pre-engineered wood or timber construction for the erection of any new residential structure, addition to, or for any rehabilitation of an existing residential structure, shall, upon application for a building permit with the Town of Moreau, include on the permit application that truss type, pre-engineered wood or timber construction is being utilized, and shall complete the following form and file the form with the building permit application.

Section 1265.4. Sign or symbol.

- (a) Each new residential structure and each addition to or rehabilitation of an existing residential structure that utilizes truss type construction, pre-engineered wood construction and/or timber construction shall be identified by a sign or symbol in accordance with the provisions of this Part.
- (b) The sign or symbol required shall by affixed to the electric box attached to the exterior of the residential structure
- (1) if the sign obscures any meter on the electrical box or if the utility provider prohibits affixing the sign or symbol, then the sign or symbol shall be affixed to the exterior wall of the structure adjacent to the electrical box; and
- (2) if no electric box is attached to the exterior of the structure or if, in the opinion of the Town of Moreau, the electric box attached to the exterior of the building is not located in a place likely to be seen by firefighters or other first responders responding to a fire or other emergency, the sign or symbol required by this Part shall be affixed to the exterior of the residential structure in a location approved by the Town of Moreau as a location likely to be seen by firefighters or other first responders responding to a fire or other emergency.
- (c) The sign or symbol required by this Part shall be affixed prior to the issuance of a certificate of occupancy or a certificate of compliance. The Town of Moreau shall not issue a certificate of occupancy or certificate of compliance until the sign or symbol required by this Part shall have been affixed.
- (d) The property owner shall be responsible for maintaining the sign or symbol and shall promptly replace any such sign or symbol that is affixed to an electric box when any change or modification is made to such an electric box. The property owner shall promptly replace the sign or symbol if such sign or symbol is removed or becomes damaged, faded, worn or otherwise less conspicuous to firefighters or other first responders responding to a fire or other emergency at the structure. The property owner shall keep the area in the vicinity of the sign or symbol clear of all plants, vegetation, and other obstructions that may hide or obscure such sign or symbol or otherwise cause such sign or symbol to be less conspicuous to firefighters or other first responders responding to a fire or other emergency.
- (e) The sign or symbol shall comply with the requirements of this subdivision.
- (Sport
- (1) The sign or symbol shall consist of a circle six inches (152.4 mm) in diameter, with a stroke width of 1/2 inch (12.7 mm). The background of the sign or symbol shall be reflective white in color. The circle and contents shall be reflective red in color, conforming to Pantone matching system (PMS) #187.
- (2) The sign or symbol shall be of sturdy, non-fading, weather-resistant material; provided, however, that a sign or symbol applied directly to a door or sidelight may be a permanent non-

fading sticker or decal.

- (3) The sign or symbol shall contain an alphabetic construction type designation to indicate the construction type of the residential structure, as follows:
- (i) If the structure is subject to the provisions of the RCNYS, the construction type designation shall be "V" and
- (ii) If the structure is subject to the provisions of the BCNYS, 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.
- (4) The sign or symbol shall contain an alphabetic location designation to indicate the locations(s) containing truss type construction, pre-engineered wood construction and/or timber construction structural components, as follows:
- (i) "F" shall mean floor framing, including girders and beams.
- (ii) "R" shall mean roof framing; and (iii) "FR" shall mean floor framing and roof framing.

TOWN OF MOREAU NOTICE OF TRUSS TYPE, PRE-ENGINEERED WOOD AND/OR TIMBER CONSTRUCTION

LOCATION Information				
Job Site Address	Tax Map ID	#		
OWNER Information				
Owners Name	Phone #			
Address	Email	Owner's signature Date Phone #		
INSTALLER'S INFORMATION (if applicated Applicant	able) Phone #			
	Contractor'	s Signature Date		
TYPE OF CONSTRUCTION (CHECK ALL	THAT APPLIES) Addition to existing structure	Rehabilitation of a structure		
THE ABOVE SUBJECT PROPERTY WILL				
Truss type Construction (TT) Timber construction (TC)		engineered wood construction (PW)		
LOCATION				
Floor framing (including girder	s & beams) (F) Roof framin	g (R) Floor & roof framing (FR)		
Name (PRINT)	Signature			
Date				
OFFICIAL USE ONLY				
Received:	Received by:	Permit #:		
Emailed to FC:				



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Summary of Groundwater Drainage Consideration

Applicants for a building permit must have this form completed by an appropriate professional in order to document design provisions for the proper drainage of groundwater away from a proposed structure. Basement floor elevations for all buildings are required to be a minimum of 2 feet above seasonal high groundwater elevations. Any proposed basement within 5 feet of seasonal high groundwater must be equipped with a perimeter drain and sump pump or gravity discharge to an adequate outfall. Gravity discharge is preferred over pumps and must be utilized if practicable. If a gravity drain is provided, the elevation of the gravity drain may be considered as the elevation of groundwater for purposes of assessing compliance. A detail of the proposed drainage system and a plan of the connection to the proposed discharge point must accompany this form.



Date:

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Summary of Groundwater Drainage Consideration

Property Address:	Тах Мар	#:
PART 2: (Verification of Construc	ction – Must be completed to obtai	in Certificate of Occupancy)
I,	certify that on	20 ,
for the above reference	nder my direction confirming an as built ed structure. I further certify that the pr nit application were observed and confir	rovisions for basement drainage
Signature of Professional (WITH STA	AMP)	

Town of Moreau HIGHWAY DEPARTMENT 1543 ROUTE 9 MOREAU, NY 12828

P: (518) 792-5675

F: (518) 792-5697

Chris Abrams

Highway Superintendent

Elyse Stocker

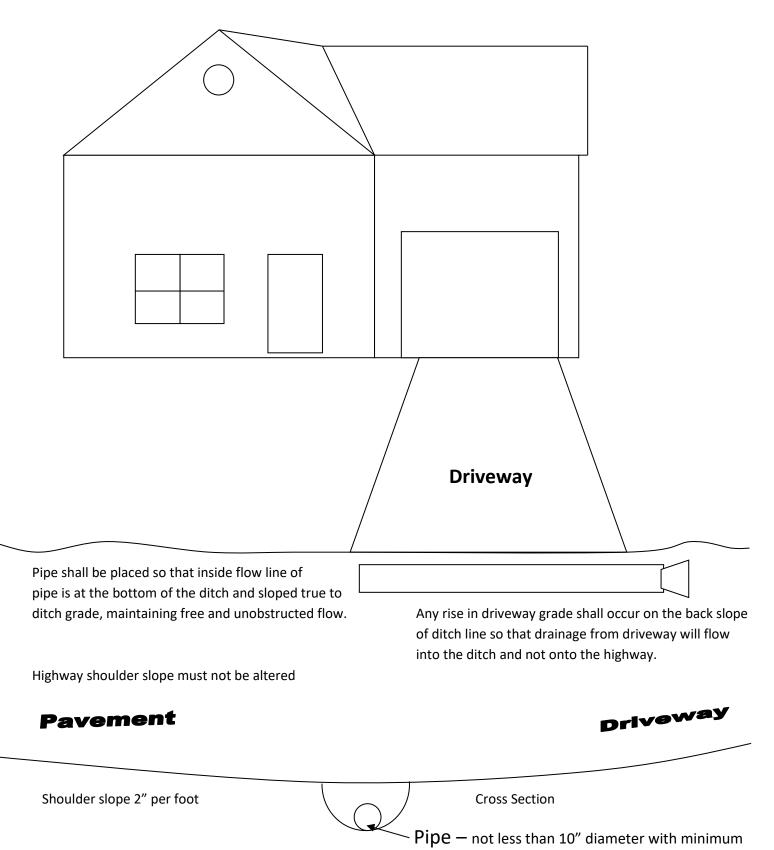
Highway Clerk

PERMIT FOR CONSTRUCTION OF A DRIVEWAY

pplicant:	Name:Phone:
	Address:
	Email: Fee:
ocation:	Road No. and Name:
N)(S)(E)(W	V) Side of Road:
	V) Side of Road: (Map Section No.) (Block No.) (Lot No.)
	(miles, feet) (N)(S)(E)(W)(W) from
umber of	f Driveways requested: width
	(Please attach a copy of plot plan showing driveway location)
eneral Re	<u>equirements:</u>
2.	property and all work done and materials used shall meet the specifications of the Town of Moreau Highw Department. If the applicant decides to have the Highway Department install the culvert, then the application will purchase the culvert and pay the Town Clerk a fee of \$400 to cover material and installation.
3.	No alteration or addition shall be made to any driveway without first securing a new permit from the Tow
1	Highway Department. The angle of the driveway with respect to the highway pavement edge shall be not less than 60 degrees.
4. 5.	No new driveway will be permitted at a location where the lack of sight distance in either direction along t
٥.	highway is a hazard.
6.	
7.	Commercial driveways shall be a maximum of 50 feet wide for a single combined entrance and exit, or a maximum of 50 feet each when two separate entrances are permitted. No more than two entrances from one highway to a single commercial establishment shall be permitted. Application for a commercial entrance shall include a fully dimensioned plan of the proposed driveway showing drainage.
8.	,
	Driveway Construction Permit – Town of Moreau Highway Department
	Permission is hereby granted to the above applicant to construct a driveway/ditch crossing at the location
	described above in full conformance with the requirements set forth herein and attached hereto:
	(Attachments designated)
Date:	:
	Chris Abrams, Highway Superintendent

Note: A stake with flagging must be placed at the centerline of the proposed driveway entrance to identify the location for inspection.

Standard Driveway/Ditch Crossing Detail



length of 20 ft. and be A.D.S. pipe (no substitutes)

For Official Use Only
Account #
Route #
Sequence #
Meter #

Town of Moreau WATER DEPARTMENT Water Service Application 351 REYNOLDS ROAD MOREAU, NY 12828

P: (518) 792-1030 F: (518) 792-4615

Kristian Mechanick
Water Superintendent

Anna Labiak Water Department Clerk

OWNERS NAME:	DATE:
ADDRESS:	EDU CAPACITY FEE:
PHONE NUMBER:	PLUS METER FEE:
CONTRACTOR'S NAME:	EQUALS TOTAL FEE DUE:
ADDRESS:	
PHONE NUMBER:	DATE PAID
LOCATION OF SERVICE:	RECEIVED BY:
TAX MAP NUMBER:	

PLEASE READ CAREFULLY

FEE due with application: Water capacity and expansion fee is based on the number of Equivalent Domestic units EDU's. 1 EDU = 300gpd. All individual residential units are 1 EDU, and commercial properties are calculated on the DEC design standards.

Water Capacity and Expansion fee is 2,000.00 per EDU

Water Meter ad Inspection fee for a standard residential water meter is \$375.00 larger water meter and inspection will be based on the actual cost at the time of purchase.

- 1. Service lines shall be type K copper buried at a minimum depth of 5 feet or HDPE or SDR9 poly line can be used by customer with a tracer wire attached. Poly must be copper tubing sized.
- 2. Once the service line enters the building you should have in the following order a ball valve, meter, check valve, and then a pressure-reducer valve if necessary and ball valve before any fittings.
- 3. All services shall be metered, and water service will be billed from time of turn on.
- 4. Meters shall be kept readily accessible to meter readers.
- 5. All service installations must be inspected prior to backfilling. Inspections must be scheduled during normal business hours 7:00 a.m. to 3:00 p.m., Monday through Friday.
- 6. Service lines from curb box into house are customer's responsibility to maintain.
- 7. It is the customer's responsibility to prevent meters from freezing. The customer will be billed for any damage to the meter.
- 8. Applications will not be accepted without tax map numbers.
- 9. If the is an existing well, there must be a physical separation between the well and town water.
- 10. Meter supplied by Town to be installed by customer.
- 11. Inside work to be inspected by Water Superintendent before putting into use.
- 12. Water line must be in its own separate trench.
- 13. Curb box and service line will not be in or under the driveway.
- 14. All lines over 75 feet from main to house will be minimum of 1 inch.
- 15. When work is required on state or county roads, site locations must be done before fees are assessed.

The undersigned agrees to conform to the above conditions pertaining to the installation of service lines.

Dated: Sig	gned:
------------	-------

REQUIRED INSPECTIONS: 24 HOUR NOTICE REQUIRED

****Please do <u>NOT</u> leave requests for inspections on voicemail. Inspections requested via voicemail may not be scheduled. ****

- > SITE INSPECTION (prior to issuing a permit)
- PERCOLATION TEST (prior to issuing a permit)
- FOOTINGS (before pouring concrete)
- FOUNDATION WALLS (before pouring concrete)
- SLAB (before pouring concrete)
- DAMP PROOFING (before backfill)
- > FRAMING (before insulation)
- FIRE CAULKING (before insulation)
- > ICE/WATER SHEILD
- > PLUMBING and HVAC (DWV, Water supply and any Hydronic Heating Systems) (before insulation)
- > ELECTRICAL INSPECTION (done by a NYS Certified third-party Electrical Inspector)
- FUEL BURNING APPLIANCES
- > INSULATION (before closing walls in)
- ON-SITE WASTEWATER TREATMENT SYSTEM (before covering any work)
 - A RECORD DRAWING must be received before Certificate of Occupancy can be issued
- SPECIAL INSPECTIONS
 - WELL REPORT and WATER QUALITY ANALYSIS must be received before Certificate of Occupancy can be issued
 - NOTICE OF TRUSS TYPE, pre-engineered wood, and/or timber construction
- FINAL INSPECTION (All required work must be complete before a Certificate of Occupancy can be issued)

NO building is to be occupied without the approval of the Building Inspector

The following must be submitted before a Certificate of Occupancy is issued:

- Summary of Ground water Consideration Part I and Part II
- 2. Well Report (if applicable)
- 3. Water Quality Report (if applicable)
- 4. Blower Door Report
- 5. As-built / Record Drawing that include, but not limited to, triangulation distances to the On-Site Wastewater Treatment System components including, septic tank covers, D-box, and the corners of the leach field.
 - These drawings must also include the location of new construction and distances, from the closest point to all property lines.