

**Application for Building Permit**

**City of Rensselaer**

**Building & Zoning Department**

62 Washington St., Rensselaer NY 12144

518-465-1693



**No Work Shall Commence  
without Permit Approval**

**Do Not Write in this Box**

Permit No. \_\_\_\_\_

Date Issued \_\_\_\_\_

Date of Expiration \_\_\_\_\_

Occupancy Class \_\_\_\_\_

Construction Class \_\_\_\_\_

SB&L # \_\_\_\_\_

Owner of property: \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Person Responsible for Work: \_\_\_\_\_ Phone \_\_\_\_\_

His / Her Address: \_\_\_\_\_

Property Address: \_\_\_\_\_

Corner Lot: YES / NO

Insurance Carrier \_\_\_\_\_ Policy No. \_\_\_\_\_ Expiration Date \_\_\_\_\_

**All policies MUST be in effect throughout the duration of the project. Certificates Naming the City of Rensselaer Building Department MUST be on file with the Building Department.**

Nature of proposed Work: Residential or Commercial

New Building	Siding	Demolition	Addition
Roofing	Gutting	Alteration	Sign
Site Work	ReConstruction	Fence	HVAC
Change in Occupancy	Pool	Deck / Porch	Other
Garage Attached Y or N	Accessory Shed		

Describe in detail use of Structure and Scope of work:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<b>Value of Construction:</b>	<b>Other Approvals Required: Date Received</b>
General Construction: \$ _____	<input type="checkbox"/> <b>Planning Commission</b> _____
Site Work/Excavation \$ _____	<input type="checkbox"/> <b>Zoning Board of Appeals</b> _____
Plumbing \$ _____	<input type="checkbox"/> <b>Curb Cut (Common Council)</b> _____
HVAC \$ _____	<input type="checkbox"/> <b>Road Opening (DPW)</b> _____
Electrical \$ _____	<input type="checkbox"/> <b>Sewer Tap (DPW)</b> _____
Other \$ _____	<input type="checkbox"/> <b>Water Tap (DPW)</b> _____
<b>Total:</b> \$ _____	<input type="checkbox"/> <b>Sidewalk / Barricade Permit</b> _____

Are NYS Licensed Architect / Engineer Plans Available for this project? **YES / NO**  
 IF YES WHO \_\_\_\_\_ PHONE: \_\_\_\_\_ NYS LICENSE NO. \_\_\_\_\_  
 If no - a detailed sketch of proposed construction must be provided on additional sheets.

**Demolition Information:**

**Type of Demolition:** Construction Debris \_\_\_\_\_ Hazardous Materials \_\_\_\_\_ Asbestos \_\_\_\_\_ Household \_\_\_\_\_ Garbage \_\_\_\_\_

**Hauler:** Name \_\_\_\_\_ Phone \_\_\_\_\_ Address \_\_\_\_\_

**Method:** Dumpster \_\_\_\_\_ Truck \_\_\_\_\_ Other \_\_\_\_\_ Permit # \_\_\_\_\_ Landfill: \_\_\_\_\_ DEC Permit YES/NO # \_\_\_\_\_

**Building Permit Fee** \$ \_\_\_\_\_ Paid \_\_\_\_\_ Check No \_\_\_\_\_ Paid \_\_\_\_\_

**Site Plan Review Fee** \$ \_\_\_\_\_ Check No \_\_\_\_\_ Paid \_\_\_\_\_

**Zoning Variance Fee** \$ \_\_\_\_\_ Check No \_\_\_\_\_ Paid \_\_\_\_\_

**Certification:**

The applicant shall notify the department of any changes in the information contained in the application during the period for which the permit is in effect. A permit will be issued only when the application has been determined to be complete and when the proposed work is determined to conform to the requirements of all applicable codes, laws and ordinances. A building permit may be suspended or revoked if it is determined that the work to which it pertains is not proceeding in conformance with applicable codes, laws and ordinances, or with any condition attached to such permit, or if there has been a misrepresentation or falsification of a material fact in connection with the application for permit. A building permit shall expire 6 months from the date of issuance or upon the issuance of a certificate of occupancy which ever comes first. The Permit, upon request may be renewed for one six month period, provided that (1) permit has not been revoked or suspended at the time the renewal application is made; (2) the relevant information in the application is up to date; and (3) any additional renewal fees are paid. I hear by certify that I have read the instructions and examined this application and know the same to be true and correct, All provisions of laws and ordinances covering this work will be compiled with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

**Signature of Applicant:** \_\_\_\_\_ **Address (if not owner)** \_\_\_\_\_ **Date** \_\_\_\_\_

**Validation:**  
 The application of \_\_\_\_\_ Dated \_\_\_\_\_ is hereby **Approved / Disapproved and permission Granted / Denied for the construction, reconstruction, demolition or alterations of a building and or accessory structure as set forth above.**

**Reason for Denial of Permit** \_\_\_\_\_

**Dated:** \_\_\_\_\_ **Building and Zoning Administrator** \_\_\_\_\_ **Permit #** \_\_\_\_\_ **Expires** \_\_\_\_\_

**Special Conditions:** \_\_\_\_\_