

TOWN OF EAST GREENBUSH  
COUNTY OF RENSSELAER  
225 Columbia Turnpike Rensselaer, NY 12144  
Office (518) 477-6225 Fax (518) 477-2386  
www.eastgreenbush.org  
Email: egcodes@eastgreenbush.org

For office use only

Application No.: \_\_\_\_\_

Permit Issued: \_\_\_\_\_

Permit Expires: \_\_\_\_\_

Zoning District: \_\_\_\_\_

Fee: \$ \_\_\_\_\_

Approved by: \_\_\_\_\_

**BUILDING DEPARTMENT APPLICATION FORM**  
**24 HOUR NOTICE FOR INSPECTIONS**

The undersigned hereby applies for a permit to do the following work which will be done in accordance with the description, plans, and specifications submitted, and such special conditions as may be indicated on the permit. Issuance of a building permit DOES NOT release the applicant from verifying whether or not said building lot is in a flood zone or a wetland's area.

**PRINT ALL INFORMATION CLEARLY:**

The owner of this property is: \_\_\_\_\_

Phone #/Cell# \_\_\_\_\_

Property Location: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

Contractor: \_\_\_\_\_ Phone # \_\_\_\_\_

SBL # \_\_\_\_\_

Email: \_\_\_\_\_

**Contractor Requirements: Provide Town with proof of Gen. Liability Insurance & Worker's Comp. Insurance with each permit. Town of East Greenbush listed as certificate holder on each insurance document.**

Estimated Value of Work: \$ \_\_\_\_\_

**NATURE OF PROPOSED WORK**

- Construction of new building (Describe in **NOTE AREA\***)
- Alterations to a building (Describe in **NOTE AREA\***)
- Demolition of building
- Installation of plumbing (Describe in **NOTE AREA\***)
- Installation of oil /gas /ac / heating /cooling unit
- Fence  4' high  6'high Total \_\_\_\_\_ l.f.
- Swimming Pool  Above  In-ground  
Size: \_\_\_\_\_ x \_\_\_\_\_ Depth \_\_\_\_\_
- Driveways – New Resurface Expansion
- Shed – Size \_\_\_\_\_ x \_\_\_\_\_ - Total s/f \_\_\_\_\_
- Roof  New  Reroof  Repair
- Solar Panels (Circle) Roof Ground
- Sign(s) Size: \_\_\_\_\_ x \_\_\_\_\_ - Total s/f \_\_\_\_\_
- Other (Describe in **NOTE AREA\***)

**REQUIREMENTS:**

**A PERMIT MUST BE OBTAINED BEFORE BEGINNING WORK AND INSPECTIONS MUST BE CALLED IN BEFORE AND DURING CONSTRUCTION.**

**When required submit stamped plans in duplicate. INDICATE ON THE PLOT PLAN: STREET NAMES, LOCATION, SIZE OF PROPERTY; SIZE & SETBACKS OF PROPOSED BUILDINGS AND LOCATION OF ALL EXISTING BUILDINGS. SHOW PROPOSED BUILDING(S) IN DOTTED LINE AND EXISTING BUILDING(S) IN SOLID LINE.**

**CALL BEFORE YOU DIG: [digsafelynewyork.com](http://digsafelynewyork.com), dial 811**

**PERMIT FEES ARE NON - REFUNDABLE**

**\*NOTE AREA - ADDITIONAL INFORMATION :** \_\_\_\_\_

The undersigned hereby applies for a permit to do the specified work which will be done in accordance with the description, plans and specifications submitted and such special conditions as may be indicated on the permit.

**SIGNATURE :** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**SPECIAL CONDITIONS OF THE PERMIT:** \_\_\_\_\_

**BY:** \_\_\_\_\_

**Required upon completion: CERTIFICATE OF COMPLIANCE for modifications; CERTIFICATE OF OCCUPANCY for new construction/occupancy; THIRD PARTY ELECTRICAL APPROVAL for all electrical work.**