

# TOWN OF LAGRANGE

## OFFICE OF THE BUILDING INSPECTOR

120 Stringham Road, LaGrangeville, NY12540

Phone 845 – 452-1872 Fax 845 – 452-7692

## **INTERIOR MECHANICAL SYSTEMS BOILER/FURNACE, HVAC SYSTEMS, PLUMBING UPGRADES, AUXILIARY GENERATORS, ELECTRICAL UPGRADE, ELEVATORS, INSTALLATION OF INTERIOR OIL TANKS, FIREPLACES, CHIMNEYS**

### **BUILDING PERMIT APPLICATION INFORMATION**

The following instructions will provide assistance in filling out an application for a building permit. To avoid unnecessary delays in obtaining a Building Permit all the following items shall be provided.

1. **MECHANICAL 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/CONSTRUCTION PLANS** – Submit a copy of the manufacturers installation instructions or specifications for the mechanical system.
3. **WORKER'S COMPENSATION** – Worker's compensation insurance form #U26.3 or C105.2 shall be required by contractors performing work for homeowners. (Note: New York State will not accept ACORD liability forms as proof of workman's compensation insurance.)
4. **FEES PAID** – Fees shall be paid in accordance with the Standard Schedule of Fees as adopted by the Town Board.