



OFFICE OF THE BUILDING INSPECTOR

10 MAPLE AVE.
NEW CITY, NY 10956/5099
(845) 639-2100

ERIK ASHEIM,
ACTING BUILDING INSPECTOR

STEPHEN UNGERLEIDER,
CHIEF FIRE SAFETY INSPECTOR

DECK REQUIREMENTS FOR OBTAINING BUILDING PERMIT

1. ONE (1) COPY OF (ORIGINAL) SURVEY.
2. TWO (2) COPIES OF THE ORIGINAL SURVEY – INDICATE THE LOCATION OF DECK & DISTANCE TO ALL PROPERTY LINES.
3. TWO (2) CONSTRUCTION PLAN DETAILS;
 - Size of floor joists (2" x 6"), (2" x 8"), (2" x 10") e.g.*
 - Size of girder (double 2" x 10") e.g.*
 - Columns supporting girder (4", 6", steel or wood)*
 - Footings (minimum 3 feet below finished grade and 12" in diameter)*
 - Joist hanger on each joist complete*
 - Railing around deck (minimum 36" high) - (No opening larger than 4")*
 - Open risers – (No opening larger than 4")*
 - Landing required at bottom of stairs*
 - Railing on stairs – (minimum 34" high, baluster space 4 $\frac{3}{8}$ " max., 6" max. opening at stringers)*
 - Type of decking (2" x 4"), (2" x 6") e.g.*
 - Deck plate attached to house (lag bolts)*
 - Lag bolts every 16 inches to hold deck plate to house*
 - Distance between support columns*
 - Size of deck*
 - Stairs from deck to grade*
 - Side elevation view*
 - Front elevation view*
 - Top elevation view*
 - Section view*
4. TWO (2) BUILDING PERMIT APPLICATIONS.
5. CHECK OR MONEY ORDER –(fee based on construction value).
6. NOTARIZATION OF SIGNATURE ON BUILDING PERMIT APPLICATION.
7. COPY OF HOME IMPROVEMENT LICENSE & COPY OF THE WORKMAN'S COMPENSATION.
8. YOUR PERMIT IS GOOD FOR 18 MONTHS FROM THE ISSUED DATE;
PLEASE CALL FOR YOUR FOOTING INSPECTION BEFORE CONCRETE IS POURED – INSPECTION WILL TAKE PLACE WITHIN 24-48 HOURS AFTER REQUEST;

REMEMBER - WHEN THE JOB IS COMPLETED, COME BACK TO THIS OFFICE AND APPLY FOR YOUR CERTIFICATE OF OCCUPANCY (THIS IS THE LAST STEP BEFORE RECEIVING YOUR CERTIFICATE OF OCCUPANCY).

8) BULK

Col. 1 ZONE

2 GROUP

3 USE

	REQUIRED	EXISTING	PROPOSED
4. Floor area ratio			
5. Lot area			
6. Lot Width			
7. Front yard depth			
8. Side yard width			
9. Total width both side yards			
10. Rear yard depth			
11. Maximum building height in feet and inches per foot of distance from lot line			
12. Maximum Principal Building(s) Coverage			
13. Maximum Lot Coverage (incl. principal building(s) coverage			

9) SIZE OF BUILDING	EXISTING	PROPOSED	COMPLETED
Square feet floor area			
Front in feet			
Rear in feet			
Maximum depth in feet			
Number of stories			

10) Name and address of person(s) responsible for the supervision of the work performed pursuant to the State Uniform Code and the Clarkstown Zoning Ordinance.

	NAME	ADDRESS	TELEPHONE
General Contractor			
Registered Architect			
Professional Engineer			
Builder			
Rockland County Home Improvement License #			
Workman's Compensation Carrier			
Rockland County Plumbing, Heating, A/C License #			

11) AFFIDAVIT

TOWN OF CLARKSTOWN
 COUNTY OF ROCKLAND
 STATE OF NEW YORK

ss:

_____ being duly sworn, deposes and says:
 (PRINT NAME) Please Circle One: (owner, lessee, or agent of the owner/lessee)

that _____ is the owner in fee of the premises to which this application applies; that he (the applicant) is duly authorized to make this application; and that the statements contained here are true to the best of his knowledge and belief, and that the work will be performed in the manner set forth in the application and in the plans and specifications filed therewith, and in accordance with the State Uniform Building Code and all other applicable laws, ordinances and regulations of the Town of Clarkstown. The permit holder shall immediately inform this office of any change occurring during the course of the work. (I also declare that the structure or area described in this application will not be occupied or used until I have obtained a Certificate of Occupancy).

 Signature of applicant

Sworn to before me this _____ day of _____

Notary Public, State of New York

OFFICE USE ONLY

____ Dept. of Environmental Control Approval _____ Special Flood Hazard Area - Zone _____

******SEPARATE APPLICATION FOR CERTIFICATE OF OCCUPANCY IS REQUIRED PRIOR TO ANY USE OR OCCUPANCY******