



PLAN EXAM CHECKLIST -- 1, 2 FAMILY NEW BUILDINGS

ITEMS REQUIRED PRIOR TO APPROVAL

1 of 5

Street Name

[illegible]

BSA/CPC VARIANCE
LANDMARKS APPROVAL
LANDMARKS SIGNOFF
DEP: SD-1, SD-2
HPD: CLINTON DISTRICT CERTIFICATION
NYS DEPT. OF ENVIRONMENTAL CONSERVATION
U.S. ARMY CORPS OF ENGINEERS
DOT: APPLICATION FOR STREET IMPROVEMENTS
DOT: WAIVER OF GRADES
DOH: PRIVATE WATER SUPPLY/SWIMMING POOL
APPROVAL FROM HPD FOR URBAN RENEWAL AREA
FLOOR SLAB ON FILL-NOTE ON FORM PW-1
SITE SURVEY
EASEMENT
DEED RESTRICTION
LEGALIZATION: PAY EXPRESS CASHIER
FOUNDATION PLANS REQUIRED
COMPLIANCE REQUIRED-WATERFRONT ZONING
SITE SUITABILITY FOR SEPTIC BY DEP
FEE ADJUSTMENT (SCOPE OF WORK CHANGED)
HOUSE NUMBER VERIFICATION
TAX LOT VERIFICATION BY RPAD
STREET STATUS VERIFICATION BY BORO PRESIDENT
APPLICATION FILED IN CONJUNCTION WITH _____ (JOB NUMBER)
OTHER:

PLAN EXAMINER'S NAME IN PRINT, SIGNATURE AND DATE OF APPROVAL



PLAN EXAM CHECKLIST -- 1, 2 FAMILY NEW BUILDINGS ITEMS REQUIRED PRIOR TO PERMIT

(must be filled out entirely)

2 of 5

1 Job data

Borough	Block	Lot(s)	Job No.
House No(s).	Street Name		

2 Checklist

YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	DEMOLITION APPLICATION
<input type="checkbox"/>	<input type="checkbox"/>	FIVE-DAY NOTICE OF EXCAVATION
<input type="checkbox"/>	<input type="checkbox"/>	SIDEWALK SHED APPLICATION & PERMIT
<input type="checkbox"/>	<input type="checkbox"/>	TEMPORARY FENCE APPLICATION & PERMIT
<input type="checkbox"/>	<input type="checkbox"/>	SCAFFOLD APPLICATION & PERMIT
<input type="checkbox"/>	<input type="checkbox"/>	ELEVATOR SCHEDULE
<input type="checkbox"/>	<input type="checkbox"/>	MICROFILM
<input type="checkbox"/>	<input type="checkbox"/>	WORKERS' COMPENSATION INSURANCE
<input type="checkbox"/>	<input type="checkbox"/>	WAIVER/AFFIDAVIT OF WORKERS COMPENSATION
<input type="checkbox"/>	<input type="checkbox"/>	LIABILITY INSURANCE
<input type="checkbox"/>	<input type="checkbox"/>	STREET OBSTRUCTION BOND
<input type="checkbox"/>	<input type="checkbox"/>	DISABILITY INSURANCE
<input type="checkbox"/>	<input type="checkbox"/>	ZONING DECLARATION I
<input type="checkbox"/>	<input type="checkbox"/>	ZONING DECLARATION II
<input type="checkbox"/>	<input type="checkbox"/>	ZONING DECLARATION III
<input type="checkbox"/>	<input type="checkbox"/>	ZONING DECLARATION IV
<input type="checkbox"/>	<input type="checkbox"/>	ZONING DECLARATION V
<input type="checkbox"/>	<input type="checkbox"/>	FSC CL.A OR CL.B LIC-FIRE SUPPRESSION SYSTEM
<input type="checkbox"/>	<input type="checkbox"/>	FSC CL.A OR CL.C LIC-FIRE SUPPRESSION SYSTEM
<input type="checkbox"/>	<input type="checkbox"/>	TR-1 FSC INSTALLER
<input type="checkbox"/>	<input type="checkbox"/>	DIR-14 ID OF RESPONSIBILITY (TR1)
<input type="checkbox"/>	<input type="checkbox"/>	EMERGENCY GENERATORS §27-794
<input type="checkbox"/>	<input type="checkbox"/>	OTHER:

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PLAN EXAM CHECKLIST -- 1, 2 FAMILY NEW BUILDINGS ITEMS REQUIRED PRIOR TO C.O./SIGNOFF

(must be filled out entirely)

4 of 5

1 Job data

Borough	Block	Lot(s)	Job No.
House No(s)	Street Name		

2 Checklist

YES NO

<input type="checkbox"/>	<input type="checkbox"/>	BSA/CPC VARIANCE
<input type="checkbox"/>	<input type="checkbox"/>	LANDMARKS APPROVAL
<input type="checkbox"/>	<input type="checkbox"/>	LANDMARKS SIGNOFF
<input type="checkbox"/>	<input type="checkbox"/>	HPD: CLINTON DISTRICT CERTIFICATION
<input type="checkbox"/>	<input type="checkbox"/>	LETTER- NYS DEPT. OF ENVIRONMENTAL CONSERVATION
<input type="checkbox"/>	<input type="checkbox"/>	LETTER- U.S. ARMY CORPS OF ENGINEERS
<input type="checkbox"/>	<input type="checkbox"/>	FIRE DEPT.: FIRE SAFETY PLAN
<input type="checkbox"/>	<input type="checkbox"/>	DOT: WAIVER OF GRADES
<input type="checkbox"/>	<input type="checkbox"/>	DOH: PRIVATE WATER SUPPLY/SWIMMING POOL
<input type="checkbox"/>	<input type="checkbox"/>	APPROVAL FROM HPD FOR URBAN RENEWAL AREA
<input type="checkbox"/>	<input type="checkbox"/>	HIGHWAY LETTER
<input type="checkbox"/>	<input type="checkbox"/>	CERTIFICATE OF OCCUPANCY
<input type="checkbox"/>	<input type="checkbox"/>	PILES: FINAL PILE PLAN/CREOSOTE LETTER
<input type="checkbox"/>	<input type="checkbox"/>	ELEVATOR APPLICATION
<input type="checkbox"/>	<input type="checkbox"/>	MECHANICAL (MH) APPLICATION /PLANS
<input type="checkbox"/>	<input type="checkbox"/>	CURB CUT (CC) APPLICATION
<input type="checkbox"/>	<input type="checkbox"/>	PLUMBING (PL) APPLICATION
<input type="checkbox"/>	<input type="checkbox"/>	BOILER (BL) APPLICATION
<input type="checkbox"/>	<input type="checkbox"/>	FUEL BURNING (FB) APPLICATION
<input type="checkbox"/>	<input type="checkbox"/>	FUEL STORAGE (FS) APPLICATION
<input type="checkbox"/>	<input type="checkbox"/>	OTHER CONSTRUCTION (OT) APPLICATION
<input type="checkbox"/>	<input type="checkbox"/>	FINAL COST AFFIDAVIT
<input type="checkbox"/>	<input type="checkbox"/>	RE-MICROFILMING NECESSARY
<input type="checkbox"/>	<input type="checkbox"/>	CERTIFICATION OF SMOKE DETECTOR INSTALLATION
<input type="checkbox"/>	<input type="checkbox"/>	FIRE RETARDANT TREATED WOOD CERTIFICATION
<input type="checkbox"/>	<input type="checkbox"/>	EQUIPMENT USE PERMITS
<input type="checkbox"/>	<input type="checkbox"/>	FINAL SURVEY
<input type="checkbox"/>	<input type="checkbox"/>	EASEMENT (C OF O TIME)
<input type="checkbox"/>	<input type="checkbox"/>	DEED RESTRICTION
<input type="checkbox"/>	<input type="checkbox"/>	DEFERRED FEES
<input type="checkbox"/>	<input type="checkbox"/>	OTHER:

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PLAN EXAM CHECKLIST -- 1, 2 FAMILY NEW BUILDINGS CONTROLLED INSPECTIONS (TR-1) REQUIRED PRIOR TO C.O./SIGNOFF

(must be filled out entirely)
5 of 5

1 Job data

Borough	Block	Lot(s)	Job No.
House No(s)	Street Name		

2 Checklist

YES NO

<input type="checkbox"/>	<input type="checkbox"/>	BORINGS / TEST PITS	§27-720
<input type="checkbox"/>	<input type="checkbox"/>	PILING	§27-721
<input type="checkbox"/>	<input type="checkbox"/>	SUBGRADE	§27-723
<input type="checkbox"/>	<input type="checkbox"/>	CONTROLLED FILL	§27-679(A)
<input type="checkbox"/>	<input type="checkbox"/>	UNDERPINNING	§27-724
<input type="checkbox"/>	<input type="checkbox"/>	SOIL BEARING PRESSURE	§27-678
<input type="checkbox"/>	<input type="checkbox"/>	WELDING	§27-616
<input type="checkbox"/>	<input type="checkbox"/>	ALUMINUM	TABLE 10-2
<input type="checkbox"/>	<input type="checkbox"/>	LAMINATED WOOD	TABLE 10-2
<input type="checkbox"/>	<input type="checkbox"/>	HIGH STRENGTH BOLTS	TABLE 10-2
<input type="checkbox"/>	<input type="checkbox"/>	CABLE FITTINGS	TABLE 10-2(640)
<input type="checkbox"/>	<input type="checkbox"/>	SMOKE TEST	§27-868
<input type="checkbox"/>	<input type="checkbox"/>	FIRE STOPS	§27-345
<input type="checkbox"/>	<input type="checkbox"/>	FUEL BURNING / STORAGE	§27-794
<input type="checkbox"/>	<input type="checkbox"/>	SOIL PERCOLATION TEST-DRY WELL	§RS16-P113
<input type="checkbox"/>	<input type="checkbox"/>	SOIL PERCOLATION TEST-SEPTIC	§RS16-P113.3
<input type="checkbox"/>	<input type="checkbox"/>	SHORING	§27-1010
<input type="checkbox"/>	<input type="checkbox"/>	STRUCTURAL STABILITY	§R & REG10/16/92
<input type="checkbox"/>	<input type="checkbox"/>	SPRAY ON FIREPROOFING	§27-324
<input type="checkbox"/>	<input type="checkbox"/>	REINFORCED MASONRY	TABLE 10-2
<input type="checkbox"/>	<input type="checkbox"/>	MASONRY UNITS	§RS 10-3 3.2
<input type="checkbox"/>	<input type="checkbox"/>	CONCRETE	§27-603
<input type="checkbox"/>	<input type="checkbox"/>	CONCRETE - PRECAST	§27-607
<input type="checkbox"/>	<input type="checkbox"/>	CONCRETE - PRE-STRESSED	§27-607
<input type="checkbox"/>	<input type="checkbox"/>	CONCRETE DESIGN MIX	§27-605
<input type="checkbox"/>	<input type="checkbox"/>	CONCRETE TEST CYLINDERS	§27-607A(1)
<input type="checkbox"/>	<input type="checkbox"/>	SPRINKLER TEST	§27-967
<input type="checkbox"/>	<input type="checkbox"/>	FINAL INSPECTION-D14	DIRECTIVE 14
<input type="checkbox"/>	<input type="checkbox"/>	CHIMNEYS	§27-856
<input type="checkbox"/>	<input type="checkbox"/>	SEPTIC SYSTEM INSTALLATION	§RS16-P113.3
<input type="checkbox"/>	<input type="checkbox"/>	DRYWELL INSTALLATION	§RS16-P110.13
<input type="checkbox"/>	<input type="checkbox"/>	OTHER:	

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