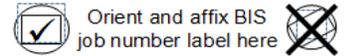




# PC1: Required Items for Professional Certification



Must be typewritten. Must respond Y/N to **all** required items.

**LOCATION INFORMATION** *Required for all applications*

House No(s) \_\_\_\_\_  
 Street Name \_\_\_\_\_  
 Borough \_\_\_\_\_

Block \_\_\_\_\_  
 Lot \_\_\_\_\_  
 BIN \_\_\_\_\_  
 C.B. No. \_\_\_\_\_

Y	N	ITEMS REQUIRED PRIOR TO APPROVAL	Y	N	ITEMS REQUIRED PRIOR TO APPROVAL
		1ST ZONING REVIEW COMPLETE			DESIGN COMM. APPROVAL: CITY-OWNED PRPTY (EXTERIOR)
		2008 CODE TR1 REQUIRED			DESIGN COMM. APPROVAL: DISTINCTIVE SIDEWALK
		2ND ZONING REVIEW COMPLETE			DOB - CONSTRUCTION CODE DETERMINATION (CCD1)
		ACCESSIBILITY WAIVER (PEO1)			DOB - ZONING DIAGRAM (ZD1)
		ADDRESS: NEW HOUSE NUMBER APPROVED			DOB - ZONING RESOLUTION DETERMINATION (ZRD1)
		ADULT ACTIVITY APPROVAL			ECCCNYS ANALYSIS
		ADULT ESTABLISHMENT APPROVAL			ENCROACHMENT ON SIDEWALK: DOT REVOCABLE CONSENT
		A11 OBJECTIONS RESPONSE			ENERGY CODE COMPLIANCE FEE
		ANTI-HARASSMENT AREA CHECKLIST			ENERGY CODE 1st REVIEW COMPLETE
		APPLICANT TO SELF CERTIFY OBJECTIONS			ENERGY CODE PROGRESS INSPS TECHNICAL REPORT (TR8)
		ASBESTOS: CERTIFICATION (DEP ACP5)			ENVIRON RESTRICTIONS - OER NOTICE TO PROCEED
		BPP: CATCH BASIN/MANHOLE REQUIRED			FDNY FIRE SUPPRESSION FEE PAYMENT RECEIPT
		BPP: CHECKLIST IN LIEU OF PLANS-ALT3			FEE: CIVIL PENALTY FOR LEGALIZATION
		BPP: CONTRACTOR BOND-INSTALL ROADWAY			FIRE ALARM/SIGNAL SYSTEM (FA) SIGNOFF
		BPP: DISTINCT SIDEWALK-LEGAL AGREEMENT			FIRE ALARM: FDNY RECEIVED & ACCEPTED PLANS
		BPP: DISTINCT SIDEWALK-STONE TEST REPORT			FIRE APPARATUS ACCESS ROADS FOR DEV: FDNY APPROVAL
		BPP: DOT PERMISSION TO MOVE FRANCHISE			FIRE PROTECTION PLAN(FPP): FDNY APPROVAL
		BPP: FIELD VISITS RESULTS NEEDED			FLOOD ZONE DESIGN CERTIFICATION
		BPP: FILING REQUIRED			FOREIGN GOV'T PROPERTY: STATE DEPT. LTR
		BPP: GRADE STUDY			FOUNDATION PLAN APPROVAL
		BPP: INFRASTRUCTURE AND SITE SKETCH			HIGH LINE - PARKS APPROVAL REQUIRED
		BPP: NOTES REQUIRED ON PLAN			HPD: INCLUSIONARY HOUSING LETTER
		BPP: PHOTOS-SIGNED/SEALED BY APPLICANT			HPD: SRO MD CERTIFICATE OF NO HARASSMENT
		BPP: SITE PLAN-NEW R.O.W. INSTALLATION			HUDSON YARDS PARKING AMENDMENT
		BPP: STREET DRAINAGE APPLICATION			HYDRAULIC FLOW CALCULATIONS
		BPP: STREET TREES SITE PLAN			HYDRO FLOW TEST LETTER
		BPP: TOPOGRAPHIC SURVEY			IDENTIFY THE PRIMARY JOB ON PW1
		BPP: TRAFFIC ENG STDY-CC IN INTERSECTION			LANDMARKS APPROVAL
		BPP: WAIVER OF GRADE FILING			LANDMARKS SIGNOFF
		BPP-BSA REQUIREMENTS			LOFT BOARD CERTIFICATE
		BPP-CPC REQUIREMENTS			NYCECC ANALYSIS
		BPP-DEP: NON-STD DRAINAGE STRUCTURE			NYCECC EXEMPTION
		BPP-NYS DEC: DRAIN STREET TO WETLAND			NYS DEC COASTAL EROSION HAZARD APPROVAL
		BPP-PARKS: REMOVE MATURE TREE			NYS DEC COASTAL EROSION HAZARD MAP
		BPP-TA: RELOCATE BUS STOP			NYS DEC FRESHWATER WETLANDS APPROVAL
		BPP-UTILITY APPROVAL TO RELOCATE POLE			NYS DEC FRESHWATER WETLANDS MAP
		BROOKLYN PARKING RESTRICTIONS			NYS DEC TIDAL WETLANDS APPROVAL
		BSA VARIANCE			NYS DEC TIDAL WETLANDS MAP
		BSA/CPC APPROVAL			OAC REGISTRATION
		CALENDARED PROPERTY - 40-DAY HOLD			OTHER (LIST): _____
		CANTILEVER FIRE ANALYSIS APPROVED BY DOB & FDNY			PREFAB/MODULAR CONSTR: NYS COMPLIANCE STATEMENT
		CLINTON DISTRICT: ANTI-HARASSMENT CHECKLIST			PREFABRICATED/MODULAR CONSTR: OTCR APPROVALS
		CLINTON DISTRICT: RESTRICTIVE DEC			PTA3: GREEN ROOF TAX ABATEMENT APPLIC (PRELIMINARY)
		COST AFFIDAVIT ESTIMATE: (PW3)			PTA4: SOLAR TAX ABATEMENT APPLICATION (PRELIMINARY)
		CPC: HUDSON YARDS INITIAL CERTIFICATION			RECORDS MGMT FEE PAYMENT RECEIPT
		CURB CUT: PROVIDE EXISTING NUMBER			RESOLVE ZONING DISCREPANCY
		DEP SANITARY SEWER CERTIFICATION (HCP/SCP)			RESOLVE ZONING DISCREPANCY (DATA CHANGE)
		DEP STORMWATER/SEWER CERTIFICATION (HCP/SCP)			RESTRICTION: DEED

Y N ITEMS REQUIRED PRIOR TO APPROVAL		Y N ITEMS REQUIRED PRIOR TO PERMIT	
	RESTRICTION: EASEMENT AGREEMENT		SCAFFOLD APPLICATION & PERMIT
	RESTRICTION: RESTRICTIVE DECLARATION		SIDEWALK SHED APPLICATION & PERMIT
	SEPTIC SYSTEM: SEPTIC COMPLIANCE UNIT APPROVAL		SITE SAFETY PLAN: BEST APPROVAL REQUIRED
	SITE SURVEY: INITIAL		STANDPIPE ALARM DRAWINGS & AI1 (OR AI1 PROOF)
	SOIL REPORT		STANDPIPE WORK PERMIT
	SRO MD ANTI-HARASSMENT CHECKLIST		STREET TREES: RECEIPT OF STREET TREES SITE PLAN
	STEEL AFFIDAVIT: PRELIMINARY		TEMPORARY FENCE APPLICATION & PERMIT
	STREET TREE CHECKLIST		TR3: CONCRETE DESIGN MIX TECHNICAL REPORT
	STREET: NEW STREET NAME APPROVED	Y N ITEMS REQUIRED PRIOR TO C/O OR SIGNOFF	
	STREET: UNMAPPED-NOTIFY EMERG. AGENCIES		ADDRESS: NEW HOUSE NUMBER APPROVED
	STRUCTURAL PEER REVIEW REQUIRED		APPLICANT CONCRETE EVALUATION REPORT
	SUBDIVISION SIGNOFF		APPLICANT CONCRETE RETESTING REPORT
	SUBSTANTIAL IMPROVEMENT CALCULATIONS		AS-BUILT ENERGY ANALYSIS (EN2)
	TAX LOT: TENTATIVE LOT NUMBER ISSUED		BOILER (BL) SIGNOFF
	TEMPORARY FLOOD SHIELDS: EMERGENCY FLOOD PLAN		BOILER APPROVAL : 900A
	TENANT/OCCUPANT PROTECTION PLAN		BPP: AS-BUILT SIDEWALK SURVEY
	TRANSIT AUTHORITY/MTA/PANYNJ APPROVAL		BPP: ENGINEERS AFFIDAVIT
	TRASH COMPACTOR REQUIREMENTS		BPP: FIELD INSPECTION
	TREE REMOVAL: OUTSIDE PROP./PARKS APPR		BPP: FINAL AS-BUILT PHOTOGRAPHS
	TREE REMOVAL: SPEC. ZON. DIST./CPC APPR		BPP: FINAL SIGNOFF
	U.S. ARMY CORPS OF ENGINEERS APPROVAL		BPP: MAINTENANCE AGREEMENT - RETAINING WALL
	URBAN RENEWAL AREA: HPD APPROVAL		BPP: SIDEWALK & ROADWAY THICKNESS CORES
	VERIFY DOB PLAN NAMING STANDARD IS MET		BPP: SIDEWALK CONCRETE STRENGTH REPORT
	WATERFRONT AREA ZONING COMPLIANCE		BPP-DEP: INSTALL/MODIFY DRAINAGE STRUCTURE
	ZONING EXHIBIT I: CERTIFICATION		BPP-DEP: INSTALL/RELOCATE FIRE HYDRANT
	ZONING EXHIBIT II: CERTIFICATION		BPP-DESIGN COMM APPROVAL: DISTINCTIVE SIDEWALK
	ZONING EXHIBIT III:DESC. & OWNRSHP.STMNT		BPP-DOT: RELOCATE STREET LIGHT
	ZONING EXHIBIT IV: CERTIFICATION		BPP-DOT: SIDEWALK ENCROACHMENT
	ZONING EXHIBIT V: CERTIFICATION		BPP-DOT: SIDEWALK/CURB/ROAD WORK PERMITS
Y N ITEMS REQUIRED PRIOR TO PERMIT			BPP-PARKS: PLANT NEW TREE
	2008 TR1 REQUIRED FOR NEW/WAIVED INSPECTIONS		BPP-TA: INSTALL SIDEWALK OVER STATION
	ASBESTOS: COMPLETION OR CLOSEOUT (ACP20/21/5)		BSA VARIANCE
	ASBESTOS: VARIANCE (DEP FORM V5)		CAP & CLEAN FORM
	CPC: HUDSON YARDS FINAL CERTIFICATION		CERTIFICATE OF OCCUPANCY
	DIR-14 ID OF RESPONSIBILITY (TR1)		CLINTON DIST: HPD CERT COMPLETION LOW-INCOME HOUSE
	ELECTRICAL APPLICATION FOR SIDEWALK SHED LIGHTING		CONSTRUCTION (OT) SIGNOFF
	EQUIPMENT (EQ) PERMITS		COST AFFIDAVIT (FINAL): PW3
	EXCAVATION OR DEMOLITION: 5-DAY NOTICE		CURB CUT (CC) SIGNOFF
	HIC LICENSE OR AFFIDAVIT		DEMOLITION (DM) JOB SIGNOFF
	INSURANCE: DISABILITY		DEP SANITARY SEWER CERTIFICATION (HCP/SCP)
	INSURANCE: LIABILITY		DESIGN COMM. SIGNOFF: CITY-OWNED PROPTY (EXTERIOR)
	INSURANCE: WORKERS' COMP. WAIVER/AFFID		DETECTOR:CARBON MONOXIDE-CERT.OF INSTALL
	INSURANCE: WORKERS' COMPENSATION		DETECTOR:SMOKE-CERT. OF INSTALLATION
	JAMAICA: DEP SEWER CONNECTION APPROVAL		DOB - ZONING DIAGRAM (ZD1)
	LPC-BSA ARCHEOLOGY RESTRICTIVE DECLARATION (INITIAL)		DOB FINAL INSPECTION REQUIRED
	MASONRY MANUFACTURER'S STATEMENT-FORM 10H		DRY PIPE VALVE TEST : FP-10
	MICROFILM/SCAN: INITIAL		ELEVATOR JOB SIGNOFF
	MICROFILM/SCAN: ADDITIONAL REQUIRED		ENVIRO RESTRICTIONS - OER NOTICE OF SATISFACTION
	OTHER (LIST): _____		EQUIPMENT USE PERMITS
	PARTIAL DEMO PLAN & DS1 (FOR AL/EW-OT PERMITS)		FA - FDNY APPROVAL : FD-FAA
	PROJECT-SPECIFIC GL INSURANCE		FA LETTER OF DEFECT : FD-FALD
	RAISE/MOVE DOCS & DS1 (FOR AL/EW-OT PERMITS)		FA SELF CERT DEFECT : FD-FASC

Y	N	ITEMS REQ. PRIOR TO C/O OR SIGNOFF	Y	N	ITEMS REQ. PRIOR TO C/O OR SIGNOFF
		FEES: PAY DEFERRED FEES			STREET: UNMAPPED- NOTIFY EMERG. AGENCIES
		FEMA ELEVATION CERT (086-0-33)/ FLOODPRF CERT (086-0-34)			SWIMMING POOL: DEP APPROVAL
		FIRE ALARM/SIGNAL SYSTEM (FA) SIGNOFF			SWIMMING POOL: DOH APPROVAL
		FIRE ALARM: AS-BUILT PLANS			TAP LETTER - DOM SVC : DEP-DOM
		FIRE PROTECTION PLAN (FPP): FDNY APPROVAL			TAP LETTER - FIRE SVC : DEP-FIRE
		FIRE RETARDANT TREATED WOOD: FDNY CERTIFICATE			TAX LOT: FINAL LOT NUMBER ISSUED
		FIRE SUPP ANSUL APPROVL: FD-FSS			TRANSIT AUTHORITY/MTA/PANYNJ APPROVAL
		FIRE SUPPRESSION SYSTEM (FP) SIGNOFF			TREE REMOVAL: OUTSIDE PROP./PARKS APPR
		FUEL BURNING (FB) SIGNOFF			TREE REMOVAL: SPEC. ZON. DIST./CPC APPR
		FUEL STORAGE (FS) SIGNOFF			URBAN RENEWAL AREA: HPD APPROVAL
		GAS WELDER ANNUAL CERT : GAS-WELD			US ARMY CORPS OF ENGINEERS APPROVAL
		GASOLINE TANK SIGNOFF			WATER METER PERMIT : DEP-METER
		HOUSE CONNECTION SIGNOFF			WATER SUPPLY (PRIVATE): DOH APPROVAL
		HPD: INCLUSIONARY HOUSING ELIG. CERT			WELDERS AFFIDAVIT
		HPD: SRO MD CERTIFICATE OF NO HARASSMENT	<b>STATEMENTS &amp; SIGNATURES</b> <i>Required for all applications</i>		
		LANDMARKS APPROVAL	<p>Falsification of any statement is a misdemeanor and is punishable by a fine or imprisonment, or both. It is unlawful to give to a city employee, or for a city employee to accept, any benefit, monetary or otherwise, either as a gratuity for properly performing the job or in exchange for special consideration. Violation is punishable by imprisonment or fine or both.</p> <p>Is a TR1 form required? <input type="checkbox"/> Yes <input type="checkbox"/> No <span style="float: right;">P.E./R.A. Seal</span></p> <p><b>PAA only:</b></p> <p>Is a ZD1 form required? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Name (plase print) <span style="float: right;">License Type (P.E./R.A.)</span></p> <hr/> <p>Signature <span style="float: right;">Date</span></p> <hr/>		
		LANDMARKS SIGNOFF			
		LPC-BSA ARCHEOLOGY RESTRICTIVE DECLARATION (FINAL)			
		MARQUEE (OT) SIGNOFF			
		MASONRY SUPPLIER'S STATEMENT-FORM 10J			
		MECHANICAL (MH) SIGNOFF			
		MEDICAL GAS INST CERT : LETTER-MED			
		MICROFILM/RECORDS MGMT: ADDL FEE REQUIRED			
		OIL TANK REMOVAL CERT : LETTER-FO			
		OTHER (LIST): _____			
		PILES: FINAL PILE PLAN/CREOSOTE LETTER			
		PLACE OF ASSEMBLY (PA) SIGNOFF			
		PLUMBING (PL) SIGNOFF			
		PRELIMINARY COMMISSIONING REPORT CERTIFICATION			
		PTA3: GREEN ROOF TAX ABATEMENT APPLICATION (FINAL)			
		PTA3: TAX ABATEMENT ELIGIBILITY APPROVAL			
		PTA4: SOLAR TAX ABATEMENT APPLICATION (FINAL)			
		PTA4: TAX ABATEMENT ELIGIBILITY APPROVAL			
		RESTRICTION: DEED			
		RESTRICTION: EASEMENT AGREEMENT			
		RESTRICTION: RESTRICTIVE DECLARATION			
		RPZ/DDCV TEST REPORT : GEN215B			
		SD/SP FIRE PUMP TEST : FP-86			
		SEPTIC ABANDONMENT CERT: LETTER-SCAV			
		SEPTIC SYSTEM: SEPTIC COMPLIANCE UNIT APPROVAL			
		SEWER/HOUSE CON SIGNOFF: DEP HC 021			
		SITE SURVEY: FINAL			
		SP/SD DEVICE CERT : LTR-LIC ELECT			
		SPRINKLER (SP) SIGNOFF			
		SPRINKLER INSP REPORT : FP-85			
		SPRINKLER/STANDPIPE ELECTRICAL LETTER			
		STANDPIPE (SD) SIGNOFF			
		STANDPIPE INSP REPORT : FP-84			
		STEEL AFFIDAVIT- FINAL			
		STREET TREE SIGNOFF			
		STREET TREES SITE PLAN			
		STREET: NEW NAME APPROVED			