

**TOWN OF WARWICK**  
**MAJOR - BUILDING PERMIT APPLICATION**  
**FEE: \$100 + \$1 PER SQ. FT**

Application is hereby made to the Building Department for the issuance of a Building Permit pursuant to the Code of the Town of Warwick. The applicant agrees to comply with all applicable laws, ordinances and regulations.

Date \_\_\_\_\_

**\*IF YOU HAVE PURCHASED THIS PROPERTY WITHIN LAST 6 MONTHS – PROVIDE DOCUMENTATION\***

**SITE DATA:**

Street Location: \_\_\_\_\_

Section - Block – Lot: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Number of Bedrooms: \_\_\_\_\_  
Number of Bathrooms: Full \_\_\_\_\_ Half \_\_\_\_\_  
Number of Stories: \_\_\_\_\_  
Number of Kitchens: \_\_\_\_\_  
Basement: Finished or Unfinished

ESTIMATED COST: \$ \_\_\_\_\_

SQUARE FOOTAGE: \_\_\_\_\_

**PROJECT DESCRIPTION:**

**(ALL need to be checked prior to submission):**

- \_\_\_ Site plan cover sheet with notes and approval block signed (if part of Subdivision)  
\_\_\_ NYS Stamped plans (one copy)  
\_\_\_ Septic Design with Test Results & System Info – (3 sets to scale from engineer firm)  
\_\_\_ Driveway Entrance Permit with Bond (separate application)  
\_\_\_ Flood Zone Map FIRMette (8.5 x 11 Printout) Website: msc.fema.gov  
\_\_\_ New York State Workers' Compensation Certificate  
\_\_\_ Survey showing required minimum setbacks, building footprint with offsets, proposed well, septic & driveway per approved site plan, any open space/easements, limits of disturbance - signed by a licensed land surveyor of NY State.  
\_\_\_ Approx. elevation of house location (topography) = \_\_\_\_\_ (nearest 10' contour).

**FEES:**

Application Fee: \$ 100

SQ. FT. @ \$1 + \_\_\_\_\_

**Total Fee:** = \_\_\_\_\_

**(Check all that apply)**

- \_\_\_ Planning Board Approval Granted (if any), date approved: \_\_\_\_\_  
\_\_\_ Variance or Special Use Granted (If any), date approved: \_\_\_\_\_  
\_\_\_ Ridgeline Overlay District (elevation of 600' or more)

-Owner also agrees to conform to the Ridgeline Overlay District regulations, which also include exterior lighting design criteria.  
(Siding & Roofing documentation regarding Light Reflective Value of 0-60% must be shown)

**OWNER:**

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

**ARCHITECT / ENGINEER:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

**BUILDER/CONTRACTOR:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

**AUTHORIZATION:**

State of New York, County of \_\_\_\_\_, \_\_\_\_\_, being duly sworn deposes and says (s)he is the owner and is duly authorized to perform or have performed said work and to make and file this application; that all statements are true and to the best of his/her 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.

(In front of a notary)

Sworn to before me

this \_\_\_\_\_ day of \_\_\_\_\_

Property Owner Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

(owner waiver form needed if not the owner signing)

Notary Public: \_\_\_\_\_

**FOR TOWN USE ONLY**

FEE PAID: \_\_\_\_\_ CHECK #: \_\_\_\_\_ AMOUNT OF CHECK: \_\_\_\_\_

Comments: \_\_\_\_\_ Application #: \_\_\_\_\_

**TOWN OF WARWICK  
DRIVEWAY ENTRANCE APPLICATION**

Date \_\_\_\_\_

Application #: **D** \_\_\_\_\_

Permit No. \_\_\_\_\_

Application is hereby made to the Building Department/Department of Public Works for the issuance of a Driveway Entrance permit pursuant to the Code of the Town of Warwick. The applicant agrees to comply with all applicable laws, ordinances and regulations. **Before a permit is issued:** this form must be completed and returned to the Building Department office with the correct fees & data then forwarded to the DPW for approvals.

**SITE DATA:**

Address Location: \_\_\_\_\_ Sec-Blk-Lot:: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Project Description: \_\_\_\_\_

**OWNER:**

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

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

**NEW DRIVEWAY CUT**

☐ Town Road

☐ Private Road – except Glenmere Homesites & Alexander Road

**\*ALL DRIVEWAYS REQUIRE MINIMUM 25' PAVING FROM ROADWAY INCLUDING STATE & COUNTY\***

**CHECKLIST: (ALL must be checked prior to submission)**

\_\_\_\_ Provide copy of proof of liability insurance in the amount of \$300,000 bodily and \$100,000 property coverage naming the Town of Warwick as additionally insured.

\_\_\_\_ Provide cash or certified/bank check in the amount of \$1,500 (made to: Town of Warwick) to be refunded to the owner after satisfactory completion and DPW approval.

\_\_\_\_ \$150 (for DPW inspection fee)

\_\_\_\_ Provide copy of survey lot with driveway location on sheet *NO LARGER* than 8½ x 14.

\_\_\_\_ Applicant **MUST** mark driveway entrance location with stakes & display address number.

**POSTED BY:** Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

(who the money will be returned to)

**AUTHORIZATION:**

State of New York,

County of \_\_\_\_\_, \_\_\_\_\_ being duly sworn deposes and says he is the owner and is duly authorized to perform or have performed said work and to make and file this application; that all statements are true and 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.

Sworn to before me

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Notary Public: \_\_\_\_\_

**Owner Signature:** \_\_\_\_\_

Print Name: \_\_\_\_\_

**AMOUNT RECEIVED:**

\$ \_\_\_\_\_ By: \_\_\_\_\_

**FOR TOWN USE ONLY**

Monies Bond Received By: \_\_\_\_\_ Amount: \_\_\_\_\_ Date: \_\_\_\_\_

DPW Initial Driveway Inspection: Pass: \_\_\_\_\_ Fail: \_\_\_\_\_ Inspector: \_\_\_\_\_ Date: \_\_\_\_\_

DPW Final Driveway Inspection: Pass: \_\_\_\_\_ Fail: \_\_\_\_\_ Inspector: \_\_\_\_\_ Date: \_\_\_\_\_

New Home Construction: ☐

Comments: \_\_\_\_\_

TO: **Town of Warwick**  
**Building Department**  
**132 Kings Highway**  
**Warwick, NY 10990**

I hereby authorize; \_\_\_\_\_

To act on my behalf in matters before the Building and Planning Departments of  
the Town of Warwick, including obtaining of all permits.

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

**OWNER NAME: (Print)** \_\_\_\_\_

**LEGAL ADDRESS:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

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

**SECTION:** \_\_\_\_\_ **BLOCK:** \_\_\_\_\_ **LOT:** \_\_\_\_\_

**PROPERTY ADDRESS:** \_\_\_\_\_

\_\_\_\_\_

# TOWN OF WARWICK

132 KINGS HIGHWAY  
WARWICK, NEW YORK 10990



BUILDING & PLANNING DEPT (845) 986-1127  
FAX NO. (845) 987-9644  
BUILDING DEPT EXT. 258/260  
PLANNING DEPT EXT. 261  
ENGINEER EXT. 259

## **As of September 16, 2019**

**Please be advised a  
foundation location survey  
(certified from a NYS land  
surveyor) showing all  
building setbacks, any  
known easements & rights  
of way must be provided  
prior to the start of  
framing for a new dwelling.**

# **ENERGY TESTING CONSULTANTS**

## **Home Energy Consultants LLC.**

Ron Samuelson  
278 Freedom Rd. Pleasant Valley N.Y. 12569  
[ronsamuelson@SaveEnergyNY.com](mailto:ronsamuelson@SaveEnergyNY.com)  
Phone: 845-635-8302  
Cell: 845-518-5192  
Fax: 845-635-8304

## **Energy Efficiency Consultants LLC.**

Allen K. Hicks  
282 N. Route 303 Congers, N.Y. 10920  
[Ahicks6884@yahoo.com](mailto:Ahicks6884@yahoo.com)  
Cell: 914-260-1214  
Fax: 845-268-6884

## **TL Phillips Enterprise LLC**

Tim Phillips  
8 Ivy Cliff Rd. Campbell Hall, NY 10916  
[energy@tlphillips.com](mailto:energy@tlphillips.com)  
Phone: 845-476-8570

## **Spruce Mountain Inc**

P.O. Box 456 Bloomingburg, N.Y. 12721  
[Troyhodos@gmail.com](mailto:Troyhodos@gmail.com)  
Phone 845-800-4371

## **Efficient Energy Services**

Frank & Colleen Jackson  
200 Lewis Landing Rd  
Middletown, NY 10940  
Phone: 845-672-4003

It is recommended that the owner or builder get in touch with a business such as one of the above for guidance on the insulation of the new house so the house will pass the 2015 Energy Code requirement of 3 air exchanges per hour.