Applicants seeking an exterior building permit must first obtain approval from the Village of Rye Brook Architectural Review Board (ARB). A representative of the applicant must be present at the ARB meeting which is held on the 3rd Wednesday of every month, 7:30 p.m. at Village Hall in the main meeting room. Applications must be submitted to the Building Department by no later than the 1st Wednesday of the month in order to be considered for that month’s agenda. Please note that the agendas are limited to ten (10) applications per month. Once your application receives ARB approval, it must then be reviewed by the Building Inspector for compliance with all applicable state and local building codes, and for issuance of the permit.

**DO NOT START CONSTRUCTION UNTIL A PERMIT HAS BEEN ISSUED BY THE BUILDING INSPECTOR.**

**THE ADMINISTRATIVE FEE FOR WORK PROGRESSED OR COMPLETED WITHOUT A PERMIT IS 12% OF THE TOTAL COST OF CONSTRUCTION WITH A MINIMUM FEE OF $750.00**

**APPLICANT’S INITIAL SUBMISSION TO THE BUILDING DEPARTMENT MUST INCLUDE:**

1. A properly completed application with notarized signatures where indicated.
2. Application filing fee: Residential = $100.00 / Commercial = $250.00 (Application fees are non-refundable)
3. Completed & Signed Application Check List
4. Two (2) sets of dimensioned plans, (one full size {maximum allowable plan size = 36” x 42”} and one 11”x17”), depicting the location of all existing and proposed buildings and/or addition, alteration, repair, including proposed elevations & floor plans and all existing and proposed property setbacks. Plans must be signed & sealed by a NY State Registered Architect or NY State Licensed Professional Engineer.
5. Two (2) copies of a recent survey of the subject property. (one full size {maximum allowable plan size = 36” x 42”} and one 11”x17”) [A topographic survey is required for any proposed re-grading or work in a steep slope as defined by Village Code]
6. Photographs showing front & side views of the existing property as well as photographs of properties on either sides and across the street.
7. Samples of Materials and Finishes. (Sample boards may be presented at the meeting)
8. One electronic (thumb drive/disc) copy of all materials submitted.

**FOLLOWING APPROVAL BY THE ARB, THE APPLICANT MUST SUBMIT THE FOLLOWING:**

1. Full payment of the building permit fee. (see permit fee schedule on the following page)
2. Your contractor’s valid Westchester County Home Improvement License.
3. Your contractor’s valid proof of liability insurance. (Village of Rye Brook must be listed as certificate holder)
4. Your contractor's valid proof of workers compensation insurance. (Form # C105.2 or Form # U26.3 / or NY State Workers Compensation Waiver)
5. The “Call Before You Dig” (code 53) Number.
6. Two (2) sets of sealed construction drawings; (one full size {max. allowable plan size = 36” x 42”} and one 11”x17”),
7. Fire sprinkler systems are required for all new buildings, for additions & alterations to commercial buildings and when finishing a third (3rd) floor in a 1 or 2 family dwelling. Any installations of a new, or modification to an existing fire suppression system, (fire sprinkler system, ANSL system, FM-200 system, Type I Hood, etc…) require a separate Automatic Fire Suppression System Permit application & two (2) sets of engineered plans. Fire sprinkler plans must be approved by the Building Inspector prior to the issuance of any permit, and Westchester County Department of Health approval is required for the fire sprinkler system’s backflow prevention device.
BUILDING PERMIT FEE SCHEDULE:

**Commercial:** $25.00 / $1000.00 of construction cost with a minimum fee of $275.00.

**Residential:**

- **Fee A** For new construction/additions less that 800 sq. ft. in size and alterations, decks, patios or other work: $18.00 / $1000.00 of construction cost with a minimum fee of $150.00.

- **Fee B** For new construction/additions 800 sq. ft. in size or greater; Total Gross Floor Area x $300.00 x $18.00 / $1000.00 plus any alteration fees from **Fee A** above.

EXPIRATIONS, CODES & REGULATIONS:

“A building permit application that is dormant or otherwise inactive shall be deemed abandoned twelve months after the date of its submission to the building department.”


“A building permit shall expire six months after its date of issuance if construction has not commenced. If construction has commenced within the six month period as set forth in this subsection, the building permit shall expire 12 months after its date of issuance if all of the proposed work has not been completed or a temporary certificate of occupancy has not been issued. Construction shall be deemed to have commenced when significant construction work on the project, as described on the building permit, has been performed. The Building Inspector shall have the authority to determine whether construction has commenced, and his or her decision shall be final.”

(§91-2.b. Code of the Village of Rye Brook)

Please note that should you fail to properly close out your permit prior to the expiration date in accordance with the law, you will be liable for the $500.00 Administrative Fee in connection with all expired Building Permits issued after January 1, 2003. Please note that this Administrative Fee applies to each individual permit and must be remitted in addition to any other required fees associated with closing the permit, as well as any court imposed fines should a summons be issued.

HOURS FOR OPERATION OF CONSTRUCTION EQUIPMENT

**Weekdays:** 8:00am to 6:00pm or dusk, whichever is earlier

**Saturdays:** 9:00am to 4:00pm.

**Sunday & Holidays:** NO CONSTRUCTION ACTIVITY ALLOWED (Holidays Include: News Year Day, January 1st; President’s Day, 3rd Monday in February; Memorial Day, last Monday in May; Independence Day, July 4th; Labor Day, 1st Monday in September; Thanksgiving Day, 4th Thursday in November; Christmas Day, December 25th; when the holidays set forth fall on a Sunday, the holiday is observed the next day). (§158-4. Code of the Village of Rye Brook)

It shall be the responsibility of the applicant, owner, or person in responsible charge to notify the Building Department at least 48 hours in advance to schedule all required inspections for site work, footings, foundation, drainage, framing, plumbing, electrical, fire blocking, fire suppression, insulation, final or any other required inspection.

Please note that electrical inspections are performed by the Village’s third-party electrical inspection agency and must be scheduled by your licensed electrician. Electrical certificates, C/O application & fees and the final survey must be submitted prior to scheduling the final inspection.

“It shall be unlawful for an owner to use or permit the use of any building or premises or part thereof hereafter created, erected, changed, converted or enlarged, wholly or partly, in its use or structure until a Certificate of Occupancy shall have been issued by the Building Inspector”

(§250-10.A. Code of the Village of Rye Brook)

Please keep these instruction sheets throughout the duration of the job for reference.
ARCHITECTURAL REVIEW BOARD CHECK LIST FOR APPLICANTS

This form must be completed and signed by the applicant of record and a copy shall be submitted to the Building Department prior to attending the ARB meeting. Applicants failing to submit a copy of this check list will be removed from the ARB agenda.

Job Address:___________________________________
Parcel ID #:_______________________Zone:________

Proposed Improvement (Describe in detail):
_____________________________________________
_____________________________________________
_____________________________________________

Property Owner:________________________________
Address: ______________________________________
Phone #_______________________________________

Applicant appearing before the Board:
_____________________________________________
Address:______________________________________
Phone #______________________________________

Architect/Engineer: _____________________________
Phone #_______________________________________

Date of Submission:
_____________________________

APPLICANT CHECK LIST:

MUST BE COMPLETED BY THE APPLICANT

The following items must be submitted to the Building Department by the applicant - no exceptions.

1. (   ) Completed Application
2. (   ) Two (2) sets of sealed plans. (one full size {maximum allowable plan size = 36” x 42”} and one 11”x17”)
3. (   ) Two (2) copies of the property survey.
4. (   ) Two (2) copies of the proposed site plan.
5. (   ) One electronic/disc copy of the complete application materials.
6. (   ) Filing Fee.
7. (   ) Any supporting documentation.
8. (   ) HOA approval letter. (if applicable)
9. (   ) Photographs.
10. (   ) Samples of finishes/color chart. (a sample board or model may be presented the night of the meeting)

By signature below, the owner/applicant acknowledges that he/she has read the complete Building Permit Instructions & Procedures, and that their application is complete in all respects. The Board of Review reserves the right to refuse to hear any application not meeting the requirements contained herein.

Sworn to before me this _______________
day of __________________, 20_____
Signature of Property Owner

Print Name of Property Owner

Notary Public

Sworn to before me this _______________
day of __________________, 20_____
Signature of Applicant

Print Name of Applicant

Notary Public

III
**FOR OFFICE USE ONLY:**

Approval Date: __________________ Permit #: __________________
 Approval Signature: ____________________________

Disapproved:
BOT Approval Date: ___________ Case #: ______________
PB Approval Date: ___________ Case #: ______________
ZBA Approval Date: ___________ Case #: ______________
Other: ________________________________

Application Fee: ___________ Permit Fees: ___________

********************

**EXTERIOR BUILDING PERMIT APPLICATION**

Application dated: __________________ is hereby made to the Building Inspector of the Village of Rye Brook, NY, for the issuance of a Permit for the construction of buildings, structures, additions, alterations or for a change in use, as per detailed statement described below.

1. Job Address: __________________________________________________________

2. Parcel ID #: __________________________ Zone: __________________________

3. Proposed Improvement (Describe in detail): ______________________________________________________________________________________________

4. Property Owner: __________________________________________________________
 Address: __________________________________________________________
 Phone #: ______________ Cell #: ______________ e-mail ______________
 List All Other Properties Owned in Rye Brook: ______________________________________________________________________________________________

Applicant: __________________________________________________________
 Address: __________________________________________________________
 Phone #: ______________ Cell #: ______________ e-mail ______________

Architect: __________________________________________________________
 Address: __________________________________________________________
 Phone #: ______________ Cell #: ______________ e-mail ______________

Engineer: __________________________________________________________
 Address: __________________________________________________________
 Phone #: ______________ Cell #: ______________ e-mail ______________

General Contractor: __________________________________________________
 Address: __________________________________________________________
 Phone #: ______________ Cell #: ______________ e-mail ______________
5. Occupancy; (1-Fam., 2-Fam., Commercial., etc…) Pre-construction: ___________ Post-construction: ___________
6. Area of lot: Square feet: ___________________ Acres: ___________________
7. Dimensions from proposed building or structure to lot lines: front yard: ___________ rear yard: ___________
   right side yard: __________________ left side yard: ___________ other: ___________________
8. If building is located on a corner lot, which street does it front on: ___________
10. Total Square Footage of the proposed new construction: ___________
12. Total Square Footage of the proposed renovation to the existing structure: ___________
13. N.Y. State Construction Classification: ___________________ N.Y. State Use Classification: ___________
14. Number of stories: ___________________ Overall Height: ___________________ Median Height: ___________
15. Basement to be full, or partial: ___________ finished or unfinished: ___________
16. What material is the exterior finish: ___________
17. Roof style; peaked, hip, mansard, shed, etc: ___________ Roofing material: ___________
18. What system of heating: ___________
19. If private sewage disposal is necessary, approval by the Westchester County Health Department must be submitted with this application.
20. Will the proposed project require the installation of a new, or an extension/Modification to an existing automatic fire suppression system? (Fire Sprinkler, ANSI System, FM-200 System, Type I Hood, etc…) Yes: _____ No: _____
   (if yes, applicant must submit a separate Automatic Fire Suppression System Permit application & 2 sets of detailed engineered plans)
21. Will the proposed project disturb 400 sq. ft. or more of land, or create 400 sq. ft. or more of impervious coverage requiring a Stormwater Management Control Permit as per §217 of Village Code? Yes: _____ No: _____ Area: ___________
22. Will the proposed project require a Site Plan Review by the Village Planning Board as per §209 of Village Code? Yes: _____ No: _____
   (if yes, you must submit a Site Plan Application, & provide detailed drawings)
23. Will the proposed project require a Steep Slopes Permit as per §213 of Village Code? Yes: _____ No: _____
   (if yes, the area of wetland and the wetland buffer zone must be properly depicted on the survey & site plan)
24. Is the lot located within 100 ft. of a Wetland as per §245 of Village Code? Yes: _____ No: _____
   (if yes, the area of wetland and the wetland buffer zone must be properly depicted on the survey & site plan)
25. Is the lot or any portion thereof located in a Flood Plane as per the FIRM Map dated 9/28/07? Yes: _____ No: _____
   (if yes, the area and elevations of the flood plane must be properly depicted on the survey & site plan)
26. Will the proposed project require a Tree Removal Permit as per §235 of Village Code? Yes: _____ No: _____
   (if yes, applicant must submit a Tree Removal Permit Application)
27. Does the proposed project involve a Home-Occupation as per §250-38 of Village Code? Yes: _____ No: _____
   Indicate: TIER I: _____ TIER II: _____ TIER III: _____
   (if yes, a Home Occupation Permit Application is required)
28. List all zoning variances granted or denied for the subject property: _____________________________________________
   _______________________________________________________________________________________
   _______________________________________________________________________________________
   _______________________________________________________________________________________
29. What is the total estimated cost of construction: $__________ Note: The estimated cost shall include all site improvements, labor, material, scaffolding, fixed equipment, professional fees, including any material and labor which may be donated gratis. If the final cost exceeds the estimated cost, an additional fee will be required prior to issuance of the C/O.
30. Estimated date of completion: ___________
RESIDENTIAL LOT AREA COVERAGE

Address: ___________________________ Section: ___________ Block: ___________ Lot: ___________

PERMITTED COVERAGE RATIOS IN RESIDENTIAL DISTRICTS

<table>
<thead>
<tr>
<th>YOUR ZONE</th>
<th>ZONE DISTRICT</th>
<th>AREA IN SQ. FEET</th>
<th>MAIN BLDG. MAX.</th>
<th>ACCESS. BLDG.</th>
<th>DECK MAX.</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHECK</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>R-35</td>
<td>35,000</td>
<td>14%</td>
<td>4%</td>
<td>5%</td>
<td></td>
</tr>
<tr>
<td>R-25</td>
<td>25,000</td>
<td>14%</td>
<td>3.5%</td>
<td>4%</td>
<td></td>
</tr>
<tr>
<td>R-20</td>
<td>20,000</td>
<td>14%</td>
<td>3.5%</td>
<td>4%</td>
<td></td>
</tr>
<tr>
<td>R-15</td>
<td>15,000</td>
<td>16%</td>
<td>3.5%</td>
<td>4%</td>
<td></td>
</tr>
<tr>
<td>R-15A</td>
<td>15,000</td>
<td>12%</td>
<td>3.5%</td>
<td>4%</td>
<td></td>
</tr>
<tr>
<td>R-12</td>
<td>12,500</td>
<td>17%</td>
<td>4%</td>
<td>4%</td>
<td></td>
</tr>
<tr>
<td>R-10</td>
<td>10,000</td>
<td>20%</td>
<td>4.5%</td>
<td>3.5%</td>
<td></td>
</tr>
<tr>
<td>R-7</td>
<td>7,500</td>
<td>23%</td>
<td>4.5%</td>
<td>3.5%</td>
<td></td>
</tr>
<tr>
<td>R-5</td>
<td>5,000</td>
<td>30%</td>
<td>5%</td>
<td>3.5%</td>
<td></td>
</tr>
<tr>
<td>R-2F</td>
<td>5,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1. AREA OF LOT

2. AREA OF HOUSE
   a. Coverage of Main Building
      (Including Attached Garage or Accessory Building)
      b. Area of 1st Floor Divided By Area of Lot x 100
      Existing: ___________ % Proposed: ___________ %

3. AREA OF ACCESSORY BUILDING
   (Includes Detached Garages, Tool Shed, Playhouses)
   a. Coverage of Accessory Building
      Area of Accessory Building Divided By Area of Lot x 100
      Existing: ___________ % Proposed: ___________ %

4. AREA OF DECK
   a. Coverage of Deck
      Area of Deck Divided By Area of Lot x 100
      Existing: ___________ % Proposed: ___________ %

I attest to the best of my knowledge and belief, the above information is correct.

_____________________________
Architect’s Signature

(3)
IMPERVIOUS COVERAGE RATIOS RESIDENTIAL DISTRICTS

IMPERVIOUS SURFACES (Definition): All buildings, as defined herein, and all areas on the ground or elevated above the ground which are comprised of materials through which water cannot readily flow, including, but not limited to asphalt, concrete, masonry, wood, gravel and clay, and which consist of elements including, but not limited to, court yards, sports courts, swimming pools, patios, sidewalks, ramps, terraces and driveways.

<table>
<thead>
<tr>
<th>LOT AREA (sq.ft.)</th>
<th>TOTAL MAXIMUM PERMITTED COVERAGE BY IMPERVIOUS SURFACES</th>
<th>Zoning District</th>
<th>MAX. PERMITTED IMPERVIOUS COVERAGE IN FRONT YARD (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>For Base Lot Area (sq.ft.)*</td>
<td>For Lot Area Over Base Lot Area (%)</td>
<td>R-35</td>
</tr>
<tr>
<td>0 to 4,000</td>
<td>0</td>
<td>55</td>
<td>R-25</td>
</tr>
<tr>
<td>4,001 to 6,000</td>
<td>2,200</td>
<td>35</td>
<td>R-20</td>
</tr>
<tr>
<td>6,001 to 12,000</td>
<td>2,900</td>
<td>27</td>
<td>R-15</td>
</tr>
<tr>
<td>12,001 to 16,000</td>
<td>4,520</td>
<td>26</td>
<td>R-15A</td>
</tr>
<tr>
<td>16,001 to 20,000</td>
<td>5,560</td>
<td>25</td>
<td>R-12</td>
</tr>
<tr>
<td>20,001 to 30,000</td>
<td>6,560</td>
<td>24</td>
<td>R-10</td>
</tr>
<tr>
<td>30,001 to 40,000</td>
<td>8,960</td>
<td>23</td>
<td>R-7</td>
</tr>
<tr>
<td>40,001 &amp; larger</td>
<td>11,260</td>
<td>22</td>
<td>R-5</td>
</tr>
<tr>
<td></td>
<td><strong>&quot;Base Lot Area” is the minimum end of the lot size range in the “Lot Area” column</strong></td>
<td>R2-F</td>
<td>30</td>
</tr>
</tbody>
</table>

I attest to the best of my knowledge and belief, the above information is correct.

Architect’s Signature

(4)

6/1/2024
BULK REGULATIONS IN RESIDENTIAL DISTRICTS

Address:                                                 Section:                          Block:       ___     Lot:  ______ ___

MAXIMUM GROSS FLOOR AREA

USE FORMULA: Maximum Gross Floor Area = 4,000 + [ (Lot Area – 21,780) x 0.11478421 ]:

a. Allowed =______________Sq. Feet
b. Existing =______________Sq. Feet
c. Proposed =______________Sq. Feet

HEIGHT/SETBACK RATIOS FOR RESIDENTIAL DISTRICTS

DEFINITION: A standard designed to regulate the height of a building in relation to the average grade of the corresponding portion of the lot line from which it is set back. The ratio modifies the maximum permitted Height of Building by forming an inclined plane beginning at the average grade along the portion of the lot line from which the setback is measured and rising toward the building at the specified ratio above which no part of any building, other than minor architectural features such as chimneys, skylights and dormer windows not covering more than 10% of the entire roof area, shall be permitted to extend. Height and Setback shall be calculated using the formula; Height / Setback = X, where X is the required side or front yard ratio for the zoning district in which a property is located as specified in Article VIII of Chapter 250. A complete elevation view for the proposed improvement must be included on the drawings.

FILL IN YOUR RATIOS:

<table>
<thead>
<tr>
<th>ZONE</th>
<th>EXISTING FRONT:</th>
<th>EXISTING SIDE:</th>
<th>PROPOSED FRONT:</th>
<th>PROPOSED SIDE:</th>
<th>REQUIRED FRONT:</th>
<th>REQUIRED SIDE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>R-35</td>
<td>FRONT:</td>
<td>SIDE:</td>
<td>FRONT:</td>
<td>SIDE:</td>
<td>.44</td>
<td>1.20</td>
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<tr>
<td>R-25</td>
<td>FRONT:</td>
<td>SIDE:</td>
<td>FRONT:</td>
<td>SIDE:</td>
<td>.48</td>
<td>1.30</td>
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<td>R-20</td>
<td>FRONT:</td>
<td>SIDE:</td>
<td>FRONT:</td>
<td>SIDE:</td>
<td>.60</td>
<td>1.60</td>
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<tr>
<td>R-15</td>
<td>FRONT:</td>
<td>SIDE:</td>
<td>FRONT:</td>
<td>SIDE:</td>
<td>.60</td>
<td>1.60</td>
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<td>R-15A</td>
<td>FRONT:</td>
<td>SIDE:</td>
<td>FRONT:</td>
<td>SIDE:</td>
<td>.80</td>
<td>2.40</td>
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<td>R-12</td>
<td>FRONT:</td>
<td>SIDE:</td>
<td>FRONT:</td>
<td>SIDE:</td>
<td>.69</td>
<td>1.60</td>
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<tr>
<td>R-10</td>
<td>FRONT:</td>
<td>SIDE:</td>
<td>FRONT:</td>
<td>SIDE:</td>
<td>.80</td>
<td>2.40</td>
</tr>
<tr>
<td>R-7</td>
<td>FRONT:</td>
<td>SIDE:</td>
<td>FRONT:</td>
<td>SIDE:</td>
<td>.96</td>
<td>3.00</td>
</tr>
<tr>
<td>R-5</td>
<td>FRONT:</td>
<td>SIDE:</td>
<td>FRONT:</td>
<td>SIDE:</td>
<td>1.20</td>
<td>4.00</td>
</tr>
<tr>
<td>R-2F</td>
<td>FRONT:</td>
<td>SIDE:</td>
<td>FRONT:</td>
<td>SIDE:</td>
<td>1.20</td>
<td>4.00</td>
</tr>
</tbody>
</table>

I attest to the best of my knowledge and belief, the above information is correct.

_____________________________
Architect’s Signature (5)

6/1/2024
### Table R301.2.(1) 2020 IRC

**CLIMATIC & GEOGRAPHIC DESIGN CRITERIA FOR RESIDENTIAL DISTRICTS IN RYE BROOK**

<table>
<thead>
<tr>
<th>Ground-Snow Load</th>
<th>Wind Speed (mph)</th>
<th>Topographic Wind Effects</th>
<th>Special Wind Region</th>
<th>Wind-Bourne Debris Zone</th>
<th>Seismic Design Category</th>
<th>Weathering</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 psf</td>
<td>115/120</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>D</td>
<td>SEVERE</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Frost Line Depth</th>
<th>Termite Protection Required</th>
<th>Winter Design Temp.</th>
<th>Ice Barrier Underlayment Required</th>
<th>Flood Hazards</th>
<th>Air Freezing Index</th>
<th>Mean Annual Temp.</th>
</tr>
</thead>
<tbody>
<tr>
<td>42&quot;</td>
<td>YES</td>
<td>15</td>
<td>YES</td>
<td>FIRM MAP 3B61CD0279F 9/28/07</td>
<td>1000</td>
<td>52.2</td>
</tr>
</tbody>
</table>

---

**Elevation**

**Plan**
AFFIDAVIT OF COMPLIANCE

STATE OF NEW YORK, COUNTY OF WESTCHESTER ) as:

I, ______________________________________, residing at,__________________________________________, being duly sworn, deposes and states that (s)he is the applicant above named, and further states that (s)he is the legal owner of the property to which this Affidavit of Compliance pertains at;

_______________________________________________________________________, Rye Brook, NY.

(Job Address)

Further that all statements contained herein are true, and that to the best of his/her knowledge and belief, that there are no known illegal cross-connections concerning either the storm sewer or sanitary sewer, and further that there are no roof drains, sump pumps, or other prohibited stormwater or groundwater connections or sources of inflow or infiltration of any kind into the sanitary sewer from the subject property in accordance with all State, County and Village Codes.

_______________________________________________________________________

(Signature of Property Owner(s))

_______________________________________________________________________

(Print Name of Property Owner(s))

Sworn to before me this ________________

day of _________________, 20________

________________________________________

(Notary Public)

6/1/2024
This form must be properly completed & notarized by the Design Professional of record and the Property Owner. Failure to provide this completed form with your permit application will delay the permitting process.

*************************************************

Notice of Utilization of Truss Type, Pre-Engineered Wood, or Timber Frame Construction. (Title 19 Part 1264 & 1265 NYCRR)

To: The Building Inspector of the Village of Rye Brook.

From: 

Subject Property: __________________________ SBL: __________ Zone: ________

Please take notice that the subject; □ One or Two Family; □ Commercial, □ New Structure □ Addition to an Existing Structure □ Rehabilitation to an Existing Structure
to be constructed or performed at the subject property will utilize;

□ Truss Type Construction (TT) □ Pre-Engineered Wood Construction (PW) □ Timber Construction (TC)
in the following location(s);

□ Floor Framing, including Girders & Beams (F) □ Roof Framing (R) □ Floor Framing and Roof Framing (FR)

Please note that prior to the issuance of the Certificate of Occupancy, the subject dwelling or building utilizing truss type, pre-engineered wood, or timber construction must be posted with a Truss Identification Sign, installed in conformance with NYCRR §1264 for Commercial Buildings, and NYCRR §1265 for One & Two Family Dwellings.

Sworn to before me this ______________
day of ______________, 20________

Signature of Property Owner

Print Name of Property Owner

Notary Public

Sworn to before me this ______________
day of ______________, 20________

Signature of Design Professional

Print Name of Design Professional

Notary Public
This application must be properly completed in its entirety by a N.Y. State Registered Architect or N.Y. State Licensed Professional Engineer & signed by those professionals where indicated. It must also include the notarized signature(s) of the legal owner(s) of the subject property, and the applicant of record in the spaces provided. Any application not properly completed in its entirety and/or not properly signed shall be deemed null and void, and will be returned to the applicant. Please note that application fees are non-refundable.

STATE OF NEW YORK, COUNTY OF WESTCHESTER  ) as:
_________________________________, being duly sworn, deposes and states that he/she is the applicant above named,
(print name of individual signing as the applicant)
and further states that (s)he is the legal owner of the property to which this application pertains, or that (s)he is the
_________________________________________ for the legal owner and is duly authorized to make and file this
(indicate architect, contractor, agent, attorney, etc.)
application.
That all statements contained herein are true to the best of his/her knowledge and belief, and that any work performed, or
use conducted at the above captioned property will be in conformance with the details as set forth and contained in this
application and in any accompanying approved plans and specifications, as well as in accordance with the New York State
Uniform Fire Prevention & Building Code, the Code of the Village of Rye Brook and all other applicable laws, ordinances
and regulations. By signing this application, the property owner further declares that he/she has inspected the subject
property, and that to the best of his/her knowledge there are no roof drains, sump pumps or other prohibited stormwater or
groundwater connections or sources of infiltration into the sanitary sewer system on or from the subject property.

Sworn to before me this ______________
day of ________________, 20_____
Signature of Property Owner

Sworn to before me this ______________
day of ________________, 20_____
Signature of Applicant

Print Name of Property Owner

Print Name of Applicant

Notary Public

Notary Public

(8)
The construction type designation shall be "I", "II", "III", "IV" or "V" to indicate the construction classification of the structure under section 602 of the BCNYS.

**DESIGNATION FOR STRUCTURAL COMPONENTS THAT ARE OF TRUSS TYPE CONSTRUCTION**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>&quot;F&quot;</strong></td>
<td>FLOOR FRAMING, INCLUDING GIRDER AND BEAMS</td>
</tr>
<tr>
<td><strong>&quot;R&quot;</strong></td>
<td>ROOF FRAMING</td>
</tr>
<tr>
<td><strong>&quot;FR&quot;</strong></td>
<td>FLOOR AND ROOF FRAMING</td>
</tr>
</tbody>
</table>
One & Two Family Dwellings:

Section 1265.5. Sign or symbol.

(a) When truss type construction, pre-engineered wood construction, and/or timber construction is utilized in the construction of a new residential structure or in an addition to or rehabilitation of an existing residential structure, such residential structure shall be identified by a sign or symbol in accordance with the provisions of this Part.

(b) The sign or symbol required by this Part shall by affixed to the electric box attached to the exterior of the residential structure; provided, however, that:

(1) if affixing the sign or symbol to the electric box would obscure any meter on the electric box, or if the utility providing electric service to the residential structure does not allow the sign or symbol to be affixed to the electric box, the sign or symbol shall be affixed to the exterior wall of the residential structure at a point immediately adjacent to the electric box; and

(2) if no electric box is attached to the exterior of the residential structure or if, in the opinion of the authority having jurisdiction, the electric box attached to the exterior of the building is not located in a place likely to be seen by firefighters or other first responders responding to a fire or other emergency at the residential structure, the sign or symbol required by this Part shall be affixed to the exterior of the residential structure in a location approved by the authority having jurisdiction as a location likely to be seen by firefighters or other first responders responding to a fire or other emergency at the residential structure.

(c) The sign or symbol required by this Part shall be affixed prior to the issuance of a certificate of occupancy or a certificate of compliance. The authority having jurisdiction shall not issue a certificate of occupancy or certificate of compliance until the sign or symbol required by this Part shall have been affixed.

(d) The property owner shall be responsible for maintaining the sign or symbol required by this Part and shall promptly replace any such sign or symbol that is affixed to an electric box when any change or modification is made to such electric box. The property owner shall promptly replace the sign or symbol required by this Part if such sign or symbol is removed or becomes damaged, faded, worn or otherwise less conspicuous to firefighters or other first responders responding to a fire or other emergency at the residential structure. The property owner shall keep the area in the vicinity of the sign or symbol required by this Part clear of all plants, vegetation, and other obstructions that may hide or obscure such sign or symbol or otherwise cause such sign or symbol to be less conspicuous to firefighters or other first responders responding to a fire or other emergency at the residential structure.

(e) The sign or symbol indicating the utilization of truss type construction, pre-engineered wood construction and/or timber construction shall comply with the requirements of this subdivision.
(1) The sign or symbol shall consist of a circle six inches (152.4 mm) in diameter, with a stroke width of 1/2 inch (12.7 mm). The background of the sign or symbol shall be reflective white in color. The circle and contents shall be reflective red in color, conforming to Pantone matching system (PMS) #187.

(2) The sign or symbol shall be of sturdy, non-fading, weather-resistant material; provided, however, that a sign or symbol applied directly to a door or sidelight may be a permanent non-fading sticker or decal.

(3) The sign or symbol shall contain an alphabetic construction type designation to indicate the construction type of the residential structure, as follows:

(i) if the residential structure is subject to the provisions of the RCNYS, the construction type designation shall be “V” and

(ii) if the residential structure is subject to the provisions of the BCNYS, the construction type designation shall be “I”, “II”, “III”, “IV” or “V” to indicate the construction classification of the structure under section 602 of the BCNYS.

(4) The sign or symbol shall contain an alphabetic location designation to indicate the locations(s) containing truss type construction, pre-engineered wood construction and/or timber construction structural components, as follows:

(i) “F” shall mean floor framing, including girders and beams;

(ii) “R” shall mean roof framing; and

(iii) “FR” shall mean floor framing and roof framing.

(5) The construction type designation shall be placed at the 12 o’clock position of the sign or symbol, over the location designation, which shall be placed at the six o’clock position of the sign or symbol.
§1264.4 Identification of truss type construction.

(a) Truss type construction shall be identified by a sign or signs in accordance with the provisions of this Part.

(b) Signs shall be affixed where a building or a portion thereof is classified as Group A, B, E, F, H, I, M, or S occupancy, and in hotels and motels classified as Group R-1 or R-2 occupancy, in accordance with the provisions for the classification of buildings set forth in chapter 3 of the Building Code of New York State (see 19 NYCRR Part 1221).

(c) Signs shall be provided in newly constructed buildings that utilize truss type construction and in existing buildings where an addition that extends or increases the floor area of the building utilizes truss type construction. Signs shall be affixed prior to the issuance of a certificate of occupancy or a certificate of compliance.

(d) Signs identifying the existence of truss construction shall consist of a circle 6 inches (152.4 mm) in diameter, with a stroke width of ½ inch (12.7 mm). The sign background shall be reflective white in color. The circle and contents shall be reflective red in color, conforming to Pantone matching system (PMS) #187. Where a sign is directly applied to a door or sidelight, it may be a permanent non-fading sticker or decal. Signs not directly applied to doors or sidelights shall be of sturdy, non-fading, weather resistant material.

(e) Signs identifying the existence of truss construction shall contain the roman alphanumeric designation of the construction type of the building, in accordance with the provisions for the classification of types of construction set forth in section 602 of the Building Code of New York State (see 19 NYCRR Part 1221), and an alphabetic designation for the structural components that are of truss construction, as follows: "F" shall mean floor framing, including girders and beams “R” shall mean roof framing “FR” shall mean floor and roof framing. The construction type designation shall be placed at the twelve o'clock position over the structural component designation, which shall be placed at the six o'clock position.

(f) Signs identifying the existence of truss construction shall be affixed in the locations specified in Table I-1264.

### Table I-1264 Truss Identification Sign Locations

<table>
<thead>
<tr>
<th>Sign location</th>
<th>Sign placement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exterior building entrance doors, exterior exit discharge doors, and exterior</td>
<td>Attached to the door, or attached to a sidelight or the face of the building,</td>
</tr>
<tr>
<td>roof access doors to a stairway</td>
<td>not more than 12 inches (305 mm) horizontally from the latch side of the door</td>
</tr>
<tr>
<td></td>
<td>jamb, and not less than 42 inches (1067 mm) nor more than 60 inches (1524 mm)</td>
</tr>
<tr>
<td></td>
<td>above the adjoining walking surface.</td>
</tr>
<tr>
<td>Exterior building entrance doors, exterior exit discharge doors, and exterior</td>
<td>Attached at each end of the row of doors and at a maximum horizontal distance</td>
</tr>
<tr>
<td>roof access doors to a stairway</td>
<td>of 12 feet (3.65M) between signs, and not less than 42 inches (1067 mm) nor</td>
</tr>
<tr>
<td></td>
<td>more than 60 inches (1524 mm) above the adjoining walking surface.</td>
</tr>
<tr>
<td>Fire department hose connections</td>
<td>Attached to the face of the building, not more than 12 inches (305 mm)</td>
</tr>
<tr>
<td></td>
<td>horizontally from the center line of the fire department hose connection, and</td>
</tr>
<tr>
<td></td>
<td>not less than 42 inches (1067 mm) nor more than 60 inches (1524 mm) above the</td>
</tr>
<tr>
<td></td>
<td>adjoining walking surface.</td>
</tr>
</tbody>
</table>
If you’re working on homes, schools or day care centers built pre-1978, you now must be EPA Lead-Safe Certified.

WHAT
The Lead-Based Paint Renovation, Repair and Painting (RRP) rule is a federal regulatory program affecting anyone who disturbs painted surfaces where lead may be present.

• Submit an application to certify your firm for five years.
• A one-day class will certify your renovators for five years.
• Learn the required steps to contain the work area, minimize dust and thoroughly clean up every day.

WHO
• Any contractor, including renovators, electricians, HVAC specialists, plumbers, painters and maintenance staff, who disrupts more than six square feet of lead paint in pre-1978 homes, schools, day care centers and other places where children spend time.

WHY
1. Avoid risk of government fines and civil liability:
   - Without certification and by not following approved practices, you and your company can face tens of thousands of dollars in fines and put yourself and your company at risk of potential lawsuits.
2. Protect your workers, yourself and your customers from a health risk:
   - Dust from renovation, repairs and painting can contaminate an entire home and, if inhaled or ingested, can cause irreversible damage to children and adults.
3. Gain competitive advantage:
   - Certification makes you stand out from others and positions you as a professional contractor consumers can trust. Using your company’s certification in your marketing materials may help attract business.
   - Consumers will look for the certification before hiring contractors and may be more accepting of additional costs and time associated with doing the job safely.
   - Upon certification of your firm, your company will be listed as a Lead-Safe Certified Contractor on the EPA website, giving your firm the potential for new customers.

WHERE
To find an accredited trainer in your local area or get additional info, go to epa.gov/getleadsafe or call 800-424-LEAD.

WHEN
Now – Certification requirements begin April 22, 2010.

GET LEAD-SAFE CERTIFIED BY APRIL 22, 2010.
APPLICATION FOR CERTIFICATE OF OCCUPANCY, CERTIFICATE OF COMPLIANCE, AND CERTIFICATION OF FINAL COSTS

TO BE SUBMITTED ONLY UPON COMPLETION OF ALL WORK, AND PRIOR TO THE FINAL INSPECTION

Address: __________________________________________________________________________________________

Occupancy / Use: ______________ Parcel ID #:__________________________________________ Zone: ___________

Owner: ____________________________________________ Address: _______________________________________

P.E./R.A. or Contractor: _______________________________Address: _______________________________________

Person in responsible charge: ___________________________Address: _______________________________________

Application is hereby made and submitted to the Building Inspector of the Village of Rye Brook for the issuance of a Certificate of Occupancy / Certificate of Compliance for the structure/construction/alteration herein mentioned in accordance with law:

STATE OF NEW YORK, COUNTY OF WESTCHESTER as:

______________________________ (Print Name of Applicant) being duly sworn, deposes and says that he/she resides at (No. and Street)

in _________________________________, in the County of_____________________________________ in the State of _________, that (City/Town/ Village)

he/she has supervised the work at the location indicated above, and that the actual total cost of the work, including all site improvements, labor, materials, scaffolding, fixed equipment, professional fees, and including the monetary value of any materials and labor which may have been donated gratis was: $ ________________,

for the construction or alteration of: __________________________________________________________________________________

_______________________________________________________________________________________________________________

Deponent further states that he/she has examined the approved plans of the structure/work herein referred to for which a Certificate of Occupancy / Compliance is sought, and that to the best of his/her knowledge and belief, the structure/work has been erected/completed in accordance with the approved plans and any amendments thereto except in so far as variations therefore have been legally authorized, and as erected/completed complies with the laws governing building construction. Deponent further understands that it shall be unlawful for an owner to use or permit the use of any building or premises or part thereof hereafter created, erected, changed, converted or enlarged, wholly or partly, in its use or structure until a Certificate of Occupancy or Certificate of Compliance shall have been duly issued by the Building Inspector as per §250-10.A. of the Code of the Village of Rye Brook.

Sworn to before me this ________________

day of __________________, 20___

______________________________ Signature of Property Owner

______________________________ Print Name of Property Owner

______________________________ Notary Public

Sworn to before me this ________________

day of __________________, 20___

______________________________ Signature of Applicant

______________________________ Print Name of Applicant

______________________________ Notary Public

6/1/2024