

Window Application for Building Permit

Owner Name: _____
Street Address: _____
City/Zip: _____
Owner Phone: _____
Owner Email: _____
Type of Work: _____
Zone: _____ **Conforming:** _____
Zoning Variance Date: _____

Permit #: _____
Permit Fee: _____
Cost/Value: _____
Date: _____
SBL#: _____
Location: _____

Contractor _____ **Rep:** _____
Address: _____ **Phone:** _____

Email: _____

Instructions:

The Laws of the State of New York governing buildings must be complied with.
No work is to be started without a permit.
Building materials must not be stored in the street or alley unless permission has first been obtained from the superintendent of Public Works.
The Building Inspector may make such investigations and obtain such additional proofs of estimated costs of construction and alterations as he may require in fixing the fair and reasonable estimated value of such construction and alteration.
Copy of the contract, if job is provided by a contractor. One set of plans, if applicable.

Currently the BUILDING CODE OF NEW YORK STATE requires that all habitable rooms (Living/Family rooms, Bedrooms, Dining Room) be provided with natural light and ventilation through windows or doors. Clear glass must be equal in area to not less than 8% of the habitable room. The code requires that habitable rooms be provided with natural ventilation through windows and doors having an openable area not less than 4% of the total area of the habitable room.

The code also requires that habitable and recreation rooms, in addition to the primary exit, must have an exit through a door or openable part of windows having a minimum area of 5 sq. feet (1st floor) and 5.7 sq. feet (2nd floor), a minimum clear opening height of 24 inches and a minimum clear opening width of 20 inches. The sill height shall not be more than 44 inches above the floor.

REPLACEMENT WINDOWS, under the BUILDING CODE OF NEW YORK STATE, will be categorized as a renovation, and will be permitted to be installed according to chapter k5, section 501.3.

Renovations (BK303)

BK303.1 Scope: Renovations include the removal and replacement, or covering of existing materials, elements, equipment, and/or fixtures using new materials, elements, equipment and/or fixtures that serve the same purpose. Painting is not considered a renovation.

BK303.2 Application. Renovations shall comply with the provisions of Chapter K5.

Chapter K5 Renovations

K501.3 Conformance. The work shall not make the building less conforming to the Building, Fire, Mechanical, Plumbing, Fuel Gas, Energy, and Property Maintenance Codes. Or any previously approved variances, than it was before the renovations was undertaken.

EXCEPTION: minor reductions in the clear opening dimensions of replacement doors and windows that result from the use of different materials shall be allowed, unless such reductions result in nonconformance with the applicable provisions of BK504 (accessibility).

Type of Window: _____ **Opening Change:** _____
Remarks: _____

The undersigned certifies that the plans and specifications as files are in accordance with the regulations of the City Building Ordinances and agrees that all work and materials shall be in strict conformity with the laws of the State of New York. The location is to be shown on the Plot Plan, and other information given with this application. The owner as shown at the top of this application is the Title owner of the land upon which the proposed building is to be done, and the cost of the proposed work is true value.

Applicant: _____
Address: _____

Signature: _____