



# TOWN OF SHAWANGUNK

Building Department

## Building Permit Application

### Electrical

- 1.) Submit all together to the Building Department:
  - (1) Completed application.
  - (2) Applicable fee
  - (3) Copy of Ulster County Electricians License
- 2.) Work covered by this application **may not** begin until permit application is reviewed, plans are approved, a permit is issued and signed for.
- 3.) Approved plans to be kept on the site of project for reference, and the **permit number** must be displayed on site in 6" numbers to be seen from the road (make your own sign).  
**Your permit # will be needed to request inspections.**
- 4.) Upon completion of work, final paperwork must be submitted and final inspection must be scheduled to obtain certificate of compliance.

#### Contractor insurance requirements:

IF Homeowner is contractor:

1. Provide a photocopy of homeowner's declaration page for address of project.
2. Complete Affidavit of Insurance form. **Must be notarized.**

IF hired contractor:

**\*\*\*Ulster County Licensed Electrician is required to perform all electrical work\*\*\***  
*a list of current licensees can be found at: <https://ulstercountyny.gov/electrical-licensing-board/licensees-list>*

1. Provide NYS Certificate of Workers' Compensation Insurance (C-105.2 or U-26.3) listing Town of Shawangunk as Certificate Holder. *(ACORD forms are not accepted)*  
**---OR---**
2. Self-insured contractor shall provide Certificate of Attestation of Exemption (CE-200) from NYS Workers' Compensation Board ([www.wcb.ny.gov](http://www.wcb.ny.gov))

**Inspections:** It is the permit holders' responsibility to schedule required inspections.

Please request a list of Town of Shawangunk approved Electrical Inspectors from the Building Department.

Please note, if the Electrical Inspector is not **currently** approved and listed by the Town of Shawangunk, the inspection certificate will not be accepted

- Typical (minimum) inspections required for electrical projects:
  - Electrical – Any receptacles or fixtures associated with sign must have rough-in and final electrical inspections from approved electrical inspector.
  - Final inspection – submit final paperwork and request final certificate inspection (**final electrical inspection** required prior to scheduling final inspection).

Permit #: \_\_\_\_\_ Date: \_\_\_\_\_

Section \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_ Zoning District \_\_\_\_\_

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_ Approved  Revisions Required

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

**\*\*\* This section to be completed by Building Department \*\*\***

**\*\*\*ALL permits require INSPECTIONS or A VIOLATION will be issued\*\*\***

Applicants' Name: \_\_\_\_\_ Phone #: ( ) \_\_\_\_\_

Applicant Type (Owner, Contractor, Design Professional, Agent): \_\_\_\_\_

Applicants' email address: \_\_\_\_\_

Property owner's name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone #: ( ) \_\_\_\_\_

Owner's email address: \_\_\_\_\_ Alt. Phone # ( ) \_\_\_\_\_

Corner Lot: yes / no Subdivision yes / no \_\_\_\_\_

Cost of construction: \_\_\_\_\_ Permit Fee: \_\_\_\_\_

Electrical Contractor's Name: \_\_\_\_\_ Phone # ( ) \_\_\_\_\_

Contractor's Address \_\_\_\_\_

Contractor's email: \_\_\_\_\_

Insurance carrier: \_\_\_\_\_ Policy # \_\_\_\_\_ Exp. Date \_\_\_\_\_

Ulster Co. licensed electrician Lic# \_\_\_\_\_ Exp. Date \_\_\_\_\_