

ATTACHMENT A

Dear Certifier/Owner:

Please be advised that application number _____ has been rejected for the "Professional Certification of Applications and Plans" process. The following required information was not included in the application you submitted.

If you wish to continue to utilize the Professional Certification process you must resubmit your application with these documents to the DEAR section. If you prefer to have your application reviewed by a plan examiner you must withdraw this application, resubmit it, and pay the required fees.

cc: Owner



THE CITY OF
NEW YORK

DEPARTMENT OF BUILDINGS

ITEMS REQUIRED PRIOR TO APPROVAL

(must be filled out entirely)

1 of 5

1 Job data			
Borough	Block	Lot(s)	Job No.
House No(s).	Street Name		

2 Checklist

YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	BSA/CPC VARIANCE
<input type="checkbox"/>	<input type="checkbox"/>	LANDMARKS APPROVAL
<input type="checkbox"/>	<input type="checkbox"/>	LANDMARKS SIGNOFF
<input type="checkbox"/>	<input type="checkbox"/>	DEP: SD-1, SD-2
<input type="checkbox"/>	<input type="checkbox"/>	HPD: SRO EXEMPTION
<input type="checkbox"/>	<input type="checkbox"/>	HPD: CERTIFICATE OF NO HARASSMENT
<input type="checkbox"/>	<input type="checkbox"/>	HPD: CLINTON DISTRICT CERTIFICATION
<input type="checkbox"/>	<input type="checkbox"/>	NYS DEPT. OF ENVIRONMENTAL CONSERVATION
<input type="checkbox"/>	<input type="checkbox"/>	U.S. ARMY CORPS OF ENGINEERS
<input type="checkbox"/>	<input type="checkbox"/>	DOT: APPLICATION FOR STREET IMPROVEMENTS
<input type="checkbox"/>	<input type="checkbox"/>	DOT: WAIVER OF GRADES
<input type="checkbox"/>	<input type="checkbox"/>	DOH: PRIVATE WATER SUPPLY/SWIMMING POOL
<input type="checkbox"/>	<input type="checkbox"/>	TA APPROVAL
<input type="checkbox"/>	<input type="checkbox"/>	ASBESTOS ASB 4
<input type="checkbox"/>	<input type="checkbox"/>	ASBESTOS ACP 5 OR 7 REQUIRED (CIRCLE ONE)
<input type="checkbox"/>	<input type="checkbox"/>	OFFICE OF MIDTOWN ENFORCEMENT
<input type="checkbox"/>	<input type="checkbox"/>	FIRE ALARM APPLICATION APPROVED BY FIRE DEPT.
<input type="checkbox"/>	<input type="checkbox"/>	FLOOR SLAB ON FILL-NOTE ON FORM PW-1
<input type="checkbox"/>	<input type="checkbox"/>	SITE SURVEY
<input type="checkbox"/>	<input type="checkbox"/>	TENANT PROTECTION PLAN
<input type="checkbox"/>	<input type="checkbox"/>	EASEMENT
<input type="checkbox"/>	<input type="checkbox"/>	DEED RESTRICTION
<input type="checkbox"/>	<input type="checkbox"/>	TR1 FOR STRUCTURAL STABILITY
<input type="checkbox"/>	<input type="checkbox"/>	LEGALIZATION: PAY EXPRESS CASHIER
<input type="checkbox"/>	<input type="checkbox"/>	FOUNDATION PLANS REQUIRED
<input type="checkbox"/>	<input type="checkbox"/>	COMPLIANCE REQUIRED-WATERFRONT ZONING
<input type="checkbox"/>	<input type="checkbox"/>	SITE SUITABILITY FOR SEPTIC BY DEP
<input type="checkbox"/>	<input type="checkbox"/>	US STATE DEPT. LETTER OF NO OBJECTION -- FOREIGN GOV'T. PROPERTY
<input type="checkbox"/>	<input type="checkbox"/>	HOUSE NUMBER VERIFICATION
<input type="checkbox"/>	<input type="checkbox"/>	TAX LOT VERIFICATION BY RPAD
<input type="checkbox"/>	<input type="checkbox"/>	STREET STATUS VERIFICATION BY BORO PRESIDENT
<input type="checkbox"/>	<input type="checkbox"/>	APPLICATION FILED IN CONJUNCTION WITH _____ (JOB NUMBER)
<input type="checkbox"/>	<input type="checkbox"/>	OTHER:

Applicant Signature	
Name	_____
Signature	_____
Date	_____
Seal (P.E. or R.A.)	_____



ITEMS REQUIRED PRIOR TO PERMIT

(must be filled out entirely)

2 of 5

1 Job data

Borough	Block	Lot(s)	Job No.
House No(s).	Street Name		

2 Checklist

YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	SITE SAFETY PLAN
<input type="checkbox"/>	<input type="checkbox"/>	DEMOLITION APPLICATION
<input type="checkbox"/>	<input type="checkbox"/>	FIVE-DAY NOTICE OF EXCAVATION
<input type="checkbox"/>	<input type="checkbox"/>	COST AFFIDAVIT
<input type="checkbox"/>	<input type="checkbox"/>	SIDEWALK SHED APPLICATION & PERMIT
<input type="checkbox"/>	<input type="checkbox"/>	TEMPORARY FENCE APPLICATION & PERMIT
<input type="checkbox"/>	<input type="checkbox"/>	SCAFFOLD APPLICATION & PERMIT
<input type="checkbox"/>	<input type="checkbox"/>	ELEVATOR SCHEDULE
<input type="checkbox"/>	<input type="checkbox"/>	MICROFILM
<input type="checkbox"/>	<input type="checkbox"/>	WORKERS' COMPENSATION INSURANCE
<input type="checkbox"/>	<input type="checkbox"/>	WAIVER/AFFIDAVIT OF WORKERS COMPENSATION
<input type="checkbox"/>	<input type="checkbox"/>	LIABILITY INSURANCE
<input type="checkbox"/>	<input type="checkbox"/>	STREET OBSTRUCTION BOND
<input type="checkbox"/>	<input type="checkbox"/>	DISABILITY INSURANCE
<input type="checkbox"/>	<input type="checkbox"/>	ZONING DECLARATION I
<input type="checkbox"/>	<input type="checkbox"/>	ZONING DECLARATION II
<input type="checkbox"/>	<input type="checkbox"/>	ZONING DECLARATION III
<input type="checkbox"/>	<input type="checkbox"/>	ZONING DECLARATION IV
<input type="checkbox"/>	<input type="checkbox"/>	ZONING DECLARATION V
<input type="checkbox"/>	<input type="checkbox"/>	FSC CL.A OR CL.B LIC-FIRE SUPPRESSION SYSTEM
<input type="checkbox"/>	<input type="checkbox"/>	FSC CL.A OR CL.C LIC-FIRE SUPPRESSION SYSTEM
<input type="checkbox"/>	<input type="checkbox"/>	TR-1 FSC INSTALLER
<input type="checkbox"/>	<input type="checkbox"/>	DIR-14 ID OF RESPONSIBILITY (TR1)
<input type="checkbox"/>	<input type="checkbox"/>	EMERGENCY GENERATORS §27-794
<input type="checkbox"/>	<input type="checkbox"/>	OTHER:
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____

Applicant Signature	
Name	_____
Signature	_____
Date	_____
Seal (P.E. or R.A.)	_____



CONTROLLED INSPECTIONS (TR-1) REQUIRED PRIOR TO PERMIT

(must be filled out entirely)

3 of 5

1 Job data			
Borough	Block	Lot(s)	Job No.
House No(s)	Street Name		

2 Checklist

YES	NO		
<input type="checkbox"/>	<input type="checkbox"/>	BORINGS / TEST PITS	§27-720
<input type="checkbox"/>	<input type="checkbox"/>	PILING	§27-721
<input type="checkbox"/>	<input type="checkbox"/>	SUBGRADE	§27-723
<input type="checkbox"/>	<input type="checkbox"/>	CONTROLLED FILL	§27-679(A)
<input type="checkbox"/>	<input type="checkbox"/>	UNDERPINNING	§27-724
<input type="checkbox"/>	<input type="checkbox"/>	SOIL BEARING PRESSURE	§27-678
<input type="checkbox"/>	<input type="checkbox"/>	WELDING	§27-616
<input type="checkbox"/>	<input type="checkbox"/>	ALUMINUM	TABLE 10-2
<input type="checkbox"/>	<input type="checkbox"/>	LAMINATED WOOD	TABLE 10-2
<input type="checkbox"/>	<input type="checkbox"/>	HIGH STRENGTH BOLTS	TABLE 10-2
<input type="checkbox"/>	<input type="checkbox"/>	CABLE FITTINGS	TABLE 10-2(640)
<input type="checkbox"/>	<input type="checkbox"/>	SMOKE TEST	§27-868
<input type="checkbox"/>	<input type="checkbox"/>	FIRE STOPS	§27-345
<input type="checkbox"/>	<input type="checkbox"/>	ENG/INSTALLER VENTILATION CERTIFICATION	§27-779
<input type="checkbox"/>	<input type="checkbox"/>	FUEL BURNING / STORAGE	§27-794
<input type="checkbox"/>	<input type="checkbox"/>	NOISE CONTROL TESTS	§27-768,769,770
<input type="checkbox"/>	<input type="checkbox"/>	REFRIGERATION SYSTEM	§27-781
<input type="checkbox"/>	<input type="checkbox"/>	SOIL PERCOLATION TEST-DRY WELL	§RS16-P113
<input type="checkbox"/>	<input type="checkbox"/>	SOIL PERCOLATION TEST-SEPTIC	§RS16-P113.3
<input type="checkbox"/>	<input type="checkbox"/>	CURTAIN / PANEL WALL	§R & REG 9/29/83
<input type="checkbox"/>	<input type="checkbox"/>	SHORING	§27-1010
<input type="checkbox"/>	<input type="checkbox"/>	STRUCTURAL STABILITY	§R & REG 10/16/92
<input type="checkbox"/>	<input type="checkbox"/>	SPRAY ON FIREPROOFING	§27-324
<input type="checkbox"/>	<input type="checkbox"/>	REINFORCED MASONRY	TABLE 10-2
<input type="checkbox"/>	<input type="checkbox"/>	MASONRY UNITS	§RS 10-3 3.2
<input type="checkbox"/>	<input type="checkbox"/>	CONCRETE	§27-603
<input type="checkbox"/>	<input type="checkbox"/>	CONCRETE - PRECAST	§27-607
<input type="checkbox"/>	<input type="checkbox"/>	CONCRETE - PRE-STRESSED	§27-607
<input type="checkbox"/>	<input type="checkbox"/>	CONCRETE DESIGN MIX	§27-605
<input type="checkbox"/>	<input type="checkbox"/>	CONCRETE TEST CYLINDERS	§27-607A(1)
<input type="checkbox"/>	<input type="checkbox"/>	SPRINKLER TEST	§27-967
<input type="checkbox"/>	<input type="checkbox"/>	STANDPIPE TEST	§27-951
<input type="checkbox"/>	<input type="checkbox"/>	FIRE ALARM TEST	§27-977
<input type="checkbox"/>	<input type="checkbox"/>	FINAL INSPECTION D-14	DIRECTIVE 14
<input type="checkbox"/>	<input type="checkbox"/>	CHIMNEYS	§27-856
<input type="checkbox"/>	<input type="checkbox"/>	EMERGENCY GENERATORS	§27-794
<input type="checkbox"/>	<input type="checkbox"/>	HIGH PRESSURE GAS	§RS 16-P115.8N
<input type="checkbox"/>	<input type="checkbox"/>	HEAT SYSTEM/ BOILERS	§27-793
<input type="checkbox"/>	<input type="checkbox"/>	TENANT PROTECTION PLAN	§R & REG 1/6/94
<input type="checkbox"/>	<input type="checkbox"/>	VENTILATION / AIR CONDITIONING	
<input type="checkbox"/>	<input type="checkbox"/>	LAMINATED I BEAM NOTIFICATION TO F.D.	
<input type="checkbox"/>	<input type="checkbox"/>	SEPTIC SYSTEM INSTALLATION	§RS16-P113.3
<input type="checkbox"/>	<input type="checkbox"/>	DRYWELL INSTALLATION	§RS16-P110.13
<input type="checkbox"/>	<input type="checkbox"/>	OTHER:	

Applicant Signature	
Name	
Signature	
Date	
Seal (P.E. or R.A.)	



ITEMS REQUIRED PRIOR TO C.O./ SIGNOFF

(must be filled out entirely)

4 of 5

1 Job data			
Borough	Block	Lot(s)	Job No.
House No(s).	Street Name		

2 Checklist

YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	BSA/CPC VARIANCE
<input type="checkbox"/>	<input type="checkbox"/>	LANDMARKS APPROVAL
<input type="checkbox"/>	<input type="checkbox"/>	LANDMARKS SIGNOFF
<input type="checkbox"/>	<input type="checkbox"/>	HPD: SRO EXEMPTION
<input type="checkbox"/>	<input type="checkbox"/>	HPD: CERTIFICATE OF NO HARASSMENT
<input type="checkbox"/>	<input type="checkbox"/>	HPD: CLINTON DISTRICT CERTIFICATION
<input type="checkbox"/>	<input type="checkbox"/>	LETTER- NYS DEPT. OF ENVIRONMENTAL CONSERVATION
<input type="checkbox"/>	<input type="checkbox"/>	LETTER- U.S. ARMY CORPS OF ENGINEERS
<input type="checkbox"/>	<input type="checkbox"/>	FIRE DEPT.: FIRE SAFETY PLAN
<input type="checkbox"/>	<input type="checkbox"/>	DOT: WAIVER OF GRADES
<input type="checkbox"/>	<input type="checkbox"/>	DOH: PRIVATE WATER SUPPLY/SWIMMING POOL
<input type="checkbox"/>	<input type="checkbox"/>	TA APPROVAL
<input type="checkbox"/>	<input type="checkbox"/>	FIRE ALARM APPLICATION APPROVED BY FIRE DEPT
<input type="checkbox"/>	<input type="checkbox"/>	APPROVAL FROM HPD FOR URBAN RENEWAL AREA
<input type="checkbox"/>	<input type="checkbox"/>	HIGHWAY LETTER
<input type="checkbox"/>	<input type="checkbox"/>	CERTIFICATE OF OCCUPANCY
<input type="checkbox"/>	<input type="checkbox"/>	FIRE PROTECTION PLAN AMENDMENT
<input type="checkbox"/>	<input type="checkbox"/>	PILES: FINAL PILE PLAN/CREOSOTE LETTER
<input type="checkbox"/>	<input type="checkbox"/>	PA APPLICATION & SIGN-OFF
<input type="checkbox"/>	<input type="checkbox"/>	SPRINKLER (SP) APPLICATION
<input type="checkbox"/>	<input type="checkbox"/>	STANDPIPE (SD) APPLICATION
<input type="checkbox"/>	<input type="checkbox"/>	ELEVATOR APPLICATION
<input type="checkbox"/>	<input type="checkbox"/>	GASOLINE TANK APPLICATION
<input type="checkbox"/>	<input type="checkbox"/>	MARQUEE PERMIT
<input type="checkbox"/>	<input type="checkbox"/>	MECHANICAL (MH) APPLICATION /PLANS
<input type="checkbox"/>	<input type="checkbox"/>	CURB CUT (CC) APPLICATION
<input type="checkbox"/>	<input type="checkbox"/>	FIRE ALARM (FA) APPLICATION
<input type="checkbox"/>	<input type="checkbox"/>	FIRE SUPPRESSION (FP) APPLICATION
<input type="checkbox"/>	<input type="checkbox"/>	PLUMBING (PL) APPLICATION
<input type="checkbox"/>	<input type="checkbox"/>	BOILER (BL) APPLICATION
<input type="checkbox"/>	<input type="checkbox"/>	FUEL BURNING (FB) APPLICATION
<input type="checkbox"/>	<input type="checkbox"/>	FUEL STORAGE (FS) APPLICATION
<input type="checkbox"/>	<input type="checkbox"/>	OTHER CONSTRUCTION (OT) APPLICATION
<input type="checkbox"/>	<input type="checkbox"/>	FINAL COST AFFIDAVIT
<input type="checkbox"/>	<input type="checkbox"/>	RE-MICROFILMING NECESSARY
<input type="checkbox"/>	<input type="checkbox"/>	CERTIFICATION OF SMOKE DETECTOR INSTALLATION
<input type="checkbox"/>	<input type="checkbox"/>	MULTIPLE DWELLING REGISTRATION
<input type="checkbox"/>	<input type="checkbox"/>	FIRE RETARDANT TREATED WOOD CERTIFICATION
<input type="checkbox"/>	<input type="checkbox"/>	EQUIPMENT USE PERMITS
<input type="checkbox"/>	<input type="checkbox"/>	FINAL SURVEY
<input type="checkbox"/>	<input type="checkbox"/>	EASEMENT (C OF O TIME)
<input type="checkbox"/>	<input type="checkbox"/>	DEED RESTRICTION
<input type="checkbox"/>	<input type="checkbox"/>	DEFERRED FEES
<input type="checkbox"/>	<input type="checkbox"/>	OTHER:

Applicant Signature	
Name	_____
Signature	_____
Date	_____
Seal (P.E. or R.A.)	_____



CONTROLLED INSPECTIONS (TR-1) REQUIRED PRIOR TO C.O./SIGNOFF

(must be filled out entirely)

5 of 5

1 Job data			
Borough	Block	Lot(s)	Job No.
House No(s).	Street Name		

2 Checklist			
YES	NO		
		BORINGS / TEST PITS	§27-720
		PILING	§27-721
		SUBGRADE	§27-723
		CONTROLLED FILL	§27-679(A)
		UNDERPINNING	§27-724
		SOIL BEARING PRESSURE	§27-678
		WELDING	§27-616
		ALUMINUM	TABLE 10-2
		LAMINATED WOOD	TABLE 10-2
		HIGH STRENGTH BOLTS	TABLE 10-2
		CABLE FITTINGS	TABLE 10-2(640)
		SMOKE TEST	§27-868
		FIRE STOPS	§27-345
		ENG/INSTALLER VENTILATION CERTIFICATION	§27-779
		FUEL BURNING / STORAGE	§27-794
		NOISE CONTROL TESTS	§27-768,769,770
		REFRIGERATION SYSTEM	§27-781
		HIGH PRESSURE STEAM	§R & REG 8/1/82
		SOIL PERCOLATION TEST-DRY WELL	§RS16-P113
		SOIL PERCOLATION TEST-SEPTIC	§RS16-P113.3
		CURTAIN / PANEL WALL	§R & REG 9/29/83
		SHORING	§27-1010
		STRUCTURAL STABILITY	§R & REG10/16/92
		SPRAY ON FIREPROOFING	§27-324
		REINFORCED MASONRY	TABLE 10-2
		MASONRY UNITS	§RS 10-3 3.2
		CONCRETE	§27-603
		CONCRETE - PRECAST	§27-607
		CONCRETE - PRE-STRESSED	§27-607
		CONCRETE DESIGN MIX	§27-605
		CONCRETE TEST CYLINDERS	§27-607A(1)
		SPRINKLER TEST	§27-967
		STANDPIPE TEST	§27-951
		FIRE ALARM TEST	§27-977
		FINAL INSPECTION-D14	DIRECTIVE 14
		CHIMNEYS	§27-856
		EMERGENCY	§27-794
		HIGH PRESSURE GAS	§RS 16-P115.8N
		HEATING SYSTEM / BOILERS	§27-793
		TENANT PROTECTION PLAN	§R & REG 1/6/84
		VENTILATION / AIR CONDITIONING	
		LAMINATED I BEAM-NOTIFICATION TO F.D	
		SEPTIC SYSTEM INSTALLATION	§RS16-P113.3
		DRYWELL INSTALLATION	§RS16-P110.13
		OTHER:	

Applicant Signature
Name
Signature
Date
Seal (P.E. or R.A.)