

Town of Newburgh

Code Compliance Department

21 Hudson Valley Professional Plaza, Newburgh NY 12550

Phone: (845) 564-7801, Fax: (845) 564-7802

Permit Application for Sprinkler System

As required by Chapter 107 of the Town of Newburgh Municipal Code

Permit #		Examined:	
Tracking #		Approved/Disapproved:	

- This application must be completely filled out in ink and submitted to the Code Compliance Department for approval/denial.
- No work shall commence prior to the approval and/or issuance of this permit. **If work is performed before the issuance of this permit, a \$250 surcharge will be applied.**
- All underground piping shall meet the requirements of the Town of Newburgh Water Department before being tied into the system riser. Please contact them at (845) 564-7813.

Documents **REQUIRED**

- Permit application **with Design Professional or Contractor email address** to expedite Fire Inspector questions upon review of plans/drawings. (See Page 3, *Contact Information Form*)
- Copy of approved estimated cost of installation and *SCOPE OF WORK* (tell us wat you'll be doing).
- Permit application fee. *PLEASE ENTER TOTAL COST OF CONSTRUCTION HERE: \$_____.*
- Plot plan showing location of lot, building, pertinent hydrants and water mains with underground details.
- (2) sets of complete working drawings to scale (* *PLEASE REFERENCE NFPA 13, 2016, Chapter 23 FOR ALL PLAN REQUIREMENTS!*)
- (2) sets of Hydraulic Calculations.
- Manufacturer cut sheets for *ALL ITEMS UTILIZED.*
- Copy of the following time-frame appropriate forms (both forms must show the Town of Newburgh as the Certificate Holder):
 - Certificate of Liability
 - Workers Compensation Insurance

ANY MISSING ITEMS IN THE ABOVE LIST WILL CAUSE YOUR PERMIT PROCESS TO BE DELAYED OR DENIED.

Building Construction Information

I. Construction Classification (please check the appropriate box):

Type I: Fire Resistive	Type II: Non- combustible	Type III: Ordinary
Type IV: Heavy Timber	Type V: Wood frame	

II. Building Occupancy Classification (please check the appropriate boxes):

- a. Class "A" – Assembly
 - Group A-1* – Movie theaters, theaters, concert halls, TV stations w/ audience
 - Group A-2* – Food/Drink Consumption
 - Group A-3* – Religious worship, Recreation, Amusement
 - Group A-4* – Indoor Sporting Event (with spectator seating)
 - Group A-5* – Outdoor events (Amusement park structures, bleachers, grandstands, stadiums)
- b. Class "B" – Business
 - Group B* – Office, Professional, Service type transactions, storage of records
- c. Class "E" – Educational
 - Group E-1* – Education up to Grade 12 (six or more people at any one time)
 - Group E-2* – Daycare (five or more children, > 2.5 years old)
- d. Class "F" – Factory/Industrial
 - Group F-1* – Factory/Industrial MODERATE HAZARD
 - Group F-2* – Factory/Industrial LOW HAZARD
- e. Class "H" – Hazardous
 - Group H-1* – High Explosives
 - Group H-2* – Material deflagration hazards or accelerated burning
 - Group H-3* – Materials readily supporting combustion
 - Group H-4* – Materials causing health hazards: corrosives, toxic materials
 - Group H-5* – Hazardous production materials.
- f. Class "I" – Institutional
 - Group I-1* – Persons needing physical assistance not capable of self-preservation
 - Group I-2* – 24-hour Medical care, > 5 people not capable of self-preservation.
 - Group I-3* – Correctional, detention centers, jails, reformatories
 - Group I-4* – Adult or Child daycare
- g. Class "M" – Mercantile
 - Group M* – Display or sale of merchandise
- h. Class "R" – Residential
 - Group R-1* – Boarding houses, hotels, motels
 - Group R-2* – Apartments, non-transient housing with > 16 people, dorms
 - Group R-3* – Building with less than two *dwelling units*
 - Group R-4* – Alcohol/Drug treatment centers, assisted living, group homes
- i. Class "S" – Storage
 - Group S-1* – Storage of combustible materials
 - Group S-2* – Storage of non-combustible materials
- j. Class "U" – Utility and Miscellaneous
 - *Group U* – Sheds, carports, private garages, greenhouses, aircraft hangars

CONTACT INFORMATION FORM

Please state whether applicant is the owner, lessee, agent, engineer or builder: _____

LAND/BUILDING LOCATION

Planning Board project name: _____

Address of Premises: _____

Section/Block/Lot: _____

OWNER INFORMATION

Name of owner of premises: _____

Address of owner of premises: _____

Phone number: (____) ____ - _____ Email Address: _____

If applicant is a corporation, a signature of the duly authorized officer is required:

(Print Name)

(Signature)

(Title)

Corporate address: _____

Phone number: (____) ____ - _____ Email Address: _____

DESIGN PROFESSIONAL INFORMATION

Name of Designer: _____

Address of Designer: _____

Phone number: (____) ____ - _____ Email Address: _____

OCCUPANT INFORMATION

Name of occupant: _____

Address of occupant: _____

Phone number: (____) ____ - _____ Email Address: _____

CONTRACTOR INFORMATION

Name of Contractor: _____

Address of Contractor: _____

Phone number: (____) ____ - _____ Email Address: _____

INSPECTION PROCESS FOR SPRINKLER SYSTEM

1. Approval of field modifications
2. Rough piping installation
3. 2-hour Hydrostatic test
4. Final flow test *with fire alarm test.*

**** All inspections must be scheduled a minimum of 24-hours in advance. ****

PERMIT FEE SCHEDULE

Upon filing of an application for a permit for the installation of a fire suppression system in accordance with Chapter 107 of the Town of Newburgh Municipal Code, the following fee shall apply: 2% of the approved estimated cost of the system:

Total system cost	x 0.02	=	Permit Fee
\$ _____.	x 0.02	=	\$ _____.

PERMIT STATEMENT

The undersigned hereby makes application for a permit to perform work shown on the drawings and described within the Scope of Work and within this application packet.

This application will be abandoned six (6) months from this date unless before then a permit has been issued.

All fees associated with this application are non-refundable.

(Applicant Name – Print)

(Applicant Signature)

(Date application submitted)