



Village of Bronxville – Building Department

200 Pondfield Road, Bronxville, NY 10708

Telephone: (914) 337-7338

Application for Roof/Siding Installation Permit

TOTAL FEE: \$150 Plus \$15.00 per \$1,000 of estimated cost (must round up cost)

Property Information: ☐ Residential (If Commercial Building Please Use Building Permit)

Property Location: House No. _____ Street Name _____

Property Owner: First Name _____ Last Name _____ Middle Initial _____

Mailing Address _____

City _____ State _____ Zip _____ - _____

Telephone: Home/Cell (_____) _____ Email Address: _____

The undersigned requests that a permit be issued to perform the installation described herein. Such work shall conform with all applicable provisions of the Building Code, Building Zone Ordinance and other ordinances of the Village of Bronxville.

Signature of Owner: _____ Date: _____

Roof Installation:

Type of Roof: ☐ Asphalt Shingle ☐ Slate ☐ Copper/Metal ☐ Tile
☐ Built up Membrane ☐ Wood Shake ☐ Other _____

Total # of squares to be replaced _____ How Many Layers _____ (Removal Required if more than 1 Layer)

Sheathing to be replaced ☐ No ☐ Yes (If yes, Building Permit Required)

Structural Modifications Proposed ☐ No ☐ Yes (If yes complete building permit application required)

Siding Installation:

Type of siding: ☐ Wood Shake/Shingle ☐ Aluminum/Vinyl ☐ Stucco (synthetic) ☐ Brick
☐ Wood Board ☐ Stucco (masonry) ☐ Other _____

Window Replacement ☐ No ☐ Yes (If yes complete building permit application required)

Sheathing to be replaced ☐ No ☐ Yes

Structural Modifications Proposed ☐ No ☐ Yes (If yes complete building permit application required)

ESTIMATED COST: \$ _____ **PERMIT FEE:** \$ _____ (\$15.00 per \$1,000 of estimated cost -must round up)

Contractor Information:

Company Name: _____ West Co. License #: _____

First Name _____ Last Name _____ Middle Initial _____

Mailing Address _____

City _____ State _____ Zip _____ Telephone No.: (_____) _____

Email Address: _____

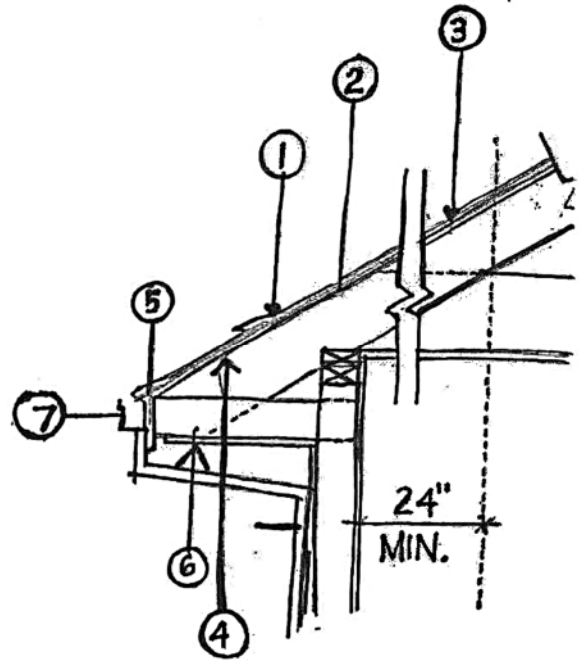
Office Use Only

Date Received	Application No.	Section	Block	Lot	Permit #	Fee Paid	Date Approved

Roof Data

Ice and Weather Sheild Detail

Must be completed by contractor.



- (1) Number of existing Layers: _____
- (2) Number of existing layers to be removed: _____
- (3) Type and color roofing: Type: _____ Color: _____
- (4) Waterproofing type, if new: _____
- (5) Fascia and soffit to be removed and replaced: Yes _____ No _____
- (6) Soffit Vent _____
- (7) Gutters and leaders to be removed and replaced: Yes _____ No _____
- If yes, Size: _____ Type: _____ Color: _____
- If no ridge and soffit vents provided, indicate Louvers existing:
- Yes: _____ No: _____ If no, proved vents.

Additional Information:

Signature of Contractor: _____

Date: _____

SEE BUILDING CODE OR RESIDENTAL CODE FOR COMPLETE REQUIREMENTS

REROOFING (§RR907)

§RR907.1 General. Materials and methods of application used for recovering or replacing an existing roof covering shall comply with the requirements of Chapter R9.

§RR907.2 Structural and construction loads. The structural roof components shall be capable of supporting the roof covering system and the material and equipment loads that will be encountered during installation of the roof covering system.

§RR907.3 Recovering versus replacement. New roof coverings shall not be installed without first removing existing roof coverings where any of the following conditions occur:

1. Where the existing roof or roof covering is water-soaked or has deteriorated to the point that the existing roof or roof covering is not adequate as a base for additional roofing.
2. Where the existing roof covering is wood shake, slate, clay, cement or asbestos-cement tile.
3. Where the existing roof has two or more applications of any type of roof covering.

EXCEPTIONS:

1. Complete and separate roofing systems, such as standing-seam metal roof systems, that are designed to transmit the roof loads directly to the building's structural system and that do not rely on existing roofs and roof coverings for support shall not require the removal of existing roof coverings.
2. Metal panel, metal shingle, and concrete and clay tile roof coverings shall be permitted to be installed over existing wood shake roofs when applied in accordance with §RR907.4.

§RR907.4 Roof recovering. Where the application of a new roof covering over wood shingle or shake roofs creates a combustible concealed space, the entire existing surface shall be covered with gypsum board, mineral fiber, or glass fiber securely fastened in place.

§RR907.5 Reinstallation of materials. Existing slate, clay or cement tile shall be permitted for reinstallation, except that damaged, cracked or broken slate or tile shall not be reinstalled. Existing vent flashing, metal edgings, drain outlets, collars and metal counter flashings shall not be reinstalled where rusted, damaged or deteriorated. Aggregate surfacing materials shall not be reinstalled.

§RR907.6 Flashings. Flashings shall be reconstructed in accordance with approved manufacturer's installation instructions. Metal flashing to which bituminous materials are to be adhered shall be primed prior to installation.

EXTERIOR COVERING (§RR703)

§RR703.1 General. Exterior walls shall provide the building with a weather-resistant exterior wall envelope. The exterior wall envelope shall include flashing as described in §RR703.8. The exterior wall envelope shall be designed and constructed in such a manner as to prevent the accumulation of water within the wall assembly by providing a water-resistive barrier behind the exterior veneer as required by §RR703.2.

§RR703.2 Weather-resistant sheathing paper. Asphalt-saturated felt free from holes and breaks, weighing not less than 14 pounds per 100 square feet (0.683 kg/m²) and complying with ASTM D 226 shall be applied over studs or sheathing of all exterior walls as required by Table RR703.4.

§RR703.4 Attachments. Unless specified otherwise, all wall coverings shall be securely fastened in accordance with Table RR703.4 or with other aluminum, stainless steel, zinc-coated or other corrosion-resistive fasteners.

See Code sections referenced for specific requirements:

§RR703.5 Wood shakes and shingles.

§RR703.6 Exterior plaster.

§RR703.7 Stone and masonry veneer

LICENSE AND INSURANCE REQUIREMENTS

In accordance with Workers' Compensation Law §57 and §220(8)

LICENSES

- A WESTCHESTER COUNTY CONTRACTORS LICENSE IS REQUIRED FOR ALL ONE AND TWO FAMILY HOMES.
- A WESTCHESTER COUNTY TRADE LICENSE IS REQUIRED FOR ALL PLUMBING AND ELECTRICAL PERMIT APPLICATIONS.

INSURANCES

THREE SEPARATE INSURANCE CERTIFICATES ARE REQUIRED:

1. **LIABILITY INSURANCE:** ONLY liability insurance is permitted on the **ACORD** form.
 2. For **WORKERS' COMPENSATION INSURANCE**, ONLY the following forms are acceptable:
 - **CE-200** - Certificate of Attestation of Exemption from NYS Workers' Compensations and/or Disability Benefits Coverage
 - **C-105.2** – Certificate of Workers' Compensation Insurance (Note: the State Insurance Fund provides its own version of the form – the **U-26.3**)
 - **SI-12** – Certificate of Workers' Compensation Self-Insurance
 - **GSI-105.2** – Certificate of Participation in Workers' Compensation Group Self-Insurance
 3. For **DISABILITY INSURANCE**, ONLY the following forms are acceptable:
 - **CE-200** - Certificate of Attestation of Exemption from NYS Workers' Compensations and/or Disability Benefits Coverage
 - **DB-120.1** – Certificate of Disability Benefits Insurance
 - **DB-155** – Certificate of Disability Benefits Self-Insurance
- For building permits ONLY, certain homeowners of 1, 2, 3, or 4 family owner-occupied residences serving as their own General Contractor may be eligible to file Form **CE - 200**. (you must obtain this from your insurance company).

Note: On all insurances, the certificate holder must be listed as:

Village of Bronxville
200 Pondfield Rd
Bronxville, NY 10708

ALL INSURANCES MUST BE HANDED IN WITH APPLICATION – DO NOT FAX