

VILLAGE OF UPPER NYACK
328 NORTH BROADWAY
UPPER NYACK, NY 10960
INCORPORATED 1872

Tel. 845-358-0084 FAX. 845-358-0741

www.uppernyack-ny.us

BUILDING PERMIT APPLICATION FOR
TENT, CANOPY & OTHER MEMBRANE STRUCTURES

PART 1: SUBMISSION MATERIALS

Submit the following:

- 2 copies of this application
- 1 copy of deed to current owner
- 1 copy of current property survey. The survey must be marked to show the proposed location of the tent/structure and the exact setbacks from the tent/structure to the lot lines.
- Specification sheet from tent company/installer
- Floor plans
- Certificates of flame resistance
- Proposed dates and times tent/structure will be in use
- Contractor Documentation: Rockland County License, proof of General Liability insurance coverage and Workers Compensation Insurance coverage. Proof of insurance **must** show the Village as an additional insured.
- Payment of associated fee at time of submission (see Upper Nyack Fee Schedule). Checks should be made payable to Village of Upper Nyack

Further information may be required by the Building Department if necessary for review of this application.

PART 2: PROPERTY INFORMATION

Project Street Address: _____

County Tax Id. No. _____ Zoning District: _____

Owner: _____

Address: _____

Phone #: _____ Email: _____

Agent (if applicable): _____

Address: _____

Phone #: _____ Email: _____

Description of type of structure and size (height and area):

Dates and Times Tent will be in Use:

Additional Requirements:

- No Smoking Signs must be posted in the tent/structure
- Appropriate Number of Fire Extinguishers must be on site
- Exit Signs
- Inspection by Village of Upper Nyack Fire Inspector

PART 3: CONTRACTOR INFORMATION

Company Installing Structure:	
Name	
Address	
Phone	
Email	
Other	
Name	
Address	
Phone	
Email	

PART 4: OWNER/APPLICANT CERTIFICATION

OWNER-APPLICANT CERTIFICATION

I, _____, hereby certify that I am the (* _____)
owner in the fee simple of premises located at:

I hereby certify that the statements of facts contained in this application are true to the best of my knowledge and belief.

Owner Signature: _____

Owner Name: _____

Sworn to before me this ____ day of _____ 20__.

Notary Public

NON-OWNER APPLICANT'S CERTIFICATION

I, _____, hereby certify that I am the applicant herein and that I make this application with the knowledge, authorization and consent of the owner of the premises. I hereby certify that the statements of facts contained in this application are true to the best of my knowledge and belief.

Applicant Signature: _____

Applicant Name: _____

Sworn to before me this ____ day of _____ 20__.

Notary Public

CERTIFICATION OF OWNERSHIP/OWNER'S CONSENT

I, _____, hereby certify that I am the (* _____)
owner in the fee simple of premises located at:

I hereby authorize _____ to make this application and I understand that any decision on this application is binding on the Property.

Owner Signature: _____

Owner Name: _____

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