

**Village of Menands
Roof Construction Supplemental Application**

For Official Use Only

Submitted: _____ 20 _____	Approved/Rejected By: _____
Examined: _____ 20 _____	_____
Approved/Rejected: _____ 20 _____	Building Permit #: _____

Section 1: Instructions

The Roof Construction Supplemental Application must be completed (typed or written in ink) and submitted along with the Building Permit Application to obtain a building permit for any planned roofing related activities. For further information on any required specifications, drawings or site plans, please review the Roof Construction Information Sheet document.

This application must be completed by the Owner of the property on which roofing activities are to occur, or by a duly authorized representative of the Owner of the property. In submitting this application, the applicant swears that any and all information and or statements contained herein are true to the best of the applicant's knowledge. Any information that the applicant has set forth in this application that is false or misleading may result in the rejection of the application. Construction authorized by this permit must always comply with the plans as approved by all applicable government agencies.

Section 2: Information of the Involved Parties

Property Owner Information
Name: _____
Address: _____
Phone Number: _____
Email: _____

Note: If contractor is same as listed on Building Permit Application, leave this box blank.

Contractor Information	
<input type="checkbox"/> Work is to be performed by Applicant	
Name of Business: _____	
Address of Business: _____	
Primary Contact (Name and Title): _____	
Phone: _____	Email: _____

Section 3: Property Information

Project Site Information	
Address: _____	
Description of Current Structure:	

Section 4: Project Information

Work Details	
General Description of Work to Be Done (check all that apply):	
<input type="checkbox"/> Removal of Old Shingles	<input type="checkbox"/> Replacement of Plywood <input type="checkbox"/> Attic Ventilation
Other Comments:	

Facility at which roofing materials will be disposed: _____	
Total Cost of Work Related to Roofing per Executed Contract: \$_____	

Section 5: Ice Barrier Self-Certification

Self-Certification

I hereby certify to the Village of Menands that, as required by the Residential Code of the State of New York (section R905.1.2) and the Building Code of New York State, an approved underlayment will be installed and will extend from the roof eave's edge to a point at least 24-inches inside the exterior wall line of the subject building. I hereby certify that the approved underlayment will be installed in accordance with all applicable codes.

Signature: _____ Date: _____

End of Application

I hereby make application for issuance of a permit for the work described above. I swear that no person will be employed without providing workers compensation and disability benefits law coverage, as required by state law, and that all applicable ordinances of the Village shall be complied with. I declare, subject to penalty of perjury that statements made herein are true and correct to the best of my knowledge.

Owner/Agent Signature: _____ Date: _____
Owner/Agent Name (Printed): _____ Date: _____

Before digging, call Dig Safely New York excavation notification center at 1-800-962-7962 to locate utilities.