

Town Of Mt. Pleasant
Application Check list for
New construction

- Building permit application with required fees
- 3 copies of updated survey of property showing proposed location of structure and the required setbacks. 1 copy full size, 1 copy CD, 1 copy 11 x 17
- Survey also needs to note any easements for water, sewer, storm drains or Wetlands Area and also comply with the setbacks
- If Zoning Board of Appeals is needed please follow ZBA Requirements
- 3 sets of plans stamped & signed by an architect or engineer. All plans must state that they Meet NYS Building Codes and Energy Codes (Res-Check)
- Zoning Data Table
- Insurance Certificates listing the Town Of Mt. Pleasant as the Certificate Holder (for both Worker's Compensation and General Liability)
- Westchester County Home Improvement License for contractor
- Must show Average Grade calculation on building plans showing compliance and assign elevations to plan
- Topography of existing property and proposed grading
- Show proposed house and grading in full section with complete dimensions and elevations(North, South, East, West)
- Comply with Steep Slope Ordinance
- Storm water management / Drywell Drainage Calculations based on 6" / 25 yr storm
- Design Criteria
- Egress windows clearly marked where required
- Smoke & Carbon Monoxide detectors clearly marked where required
- Indicate if sewer or septic system
- If septic system, must meet all Board of Health Approvals and also need copies of all approvals submitted
- Code 53 (Dig Safely) number
- Curb Cut required thru Highway Dept.