



PC1: Required Items for Professional Certification

Must be typewritten. Must respond Y/N to **all** requir



LOCATION INFORMATION Required for **all** applications

House No(s) 27-18

Borough QUEENS

Street Name COLLEGE POINT BOULEVARD

Block 04292

Lot 00010

BIN

C.B. No.

Y	N	ITEMS REQUIRED PRIOR TO APPROVAL	Y	N	ITEMS REQUIRED PRIOR TO APPROVAL
	X	1ST ZONING REVIEW COMPLETE		X	DESIGN COMM. APPROVAL: CITY-OWNED PRPTY (EXTERIOR)
	X	2008 CODE TR1 REQUIRED		X	DESIGN COMM. APPROVAL: DISTINCTIVE SIDEWALK
	X	2ND ZONING REVIEW COMPLETE		X	DOB - CONSTRUCTION CODE DETERMINATION (CCD1)
	X	ACCESSIBILITY WAIVER (PEO1)		X	DOB - ZONING DIAGRAM (ZD1)
	X	ADDRESS: NEW HOUSE NUMBER APPROVED		X	DOB - ZONING RESOLUTION DETERMINATION (ZRD1)
	X	ADULT ACTIVITY APPROVAL	X		ECCCNYS ANALYSIS
	X	ADULT ESTABLISHMENT APPROVAL		X	ENCROACHMENT ON SIDEWALK: DOT REVOCABLE CONSENT
	X	A11 OBJECTIONS RESPONSE		X	ENERGY CODE COMPLIANCE FEE
	X	ANTI-HARASSMENT AREA CHECKLIST		X	ENERGY CODE 1st REVIEW COMPLETE
	X	APPLICANT TO SELF CERTIFY OBJECTIONS		X	ENERGY CODE PROGRESS INSPS TECHNICAL REPORT (TR8)
X		ASBESTOS: CERTIFICATION (DEP ACP5)		X	ENVIRON RESTRICTIONS - OER NOTICE TO PROCEED
	X	BPP: CATCH BASIN/MANHOLE REQUIRED		X	FDNY FIRE SUPPRESSION FEE PAYMENT RECEIPT
	X	BPP: CHECKLIST IN LIEU OF PLANS-ALT3		X	FEE: CIVIL PENALTY FOR LEGALIZATION
	X	BPP: CONTRACTOR BOND-INSTALL ROADWAY		X	FIRE ALARM/SIGNAL SYSTEM (FA) SIGNOFF
	X	BPP: DISTINCT SIDEWALK-LEGAL AGREEMENT		X	FIRE ALARM: FDNY RECEIVED & ACCEPTED PLANS
	X	BPP: DISTINCT SIDEWALK-STONE TEST REPORT		X	FIRE APPARATUS ACCESS ROADS FOR DEV: FDNY APPROVAL
	X	BPP: DOT PERMISSION TO MOVE FRANCHISE		X	FIRE PROTECTION PLAN(FPP): FDNY APPROVAL
	X	BPP: FIELD VISITS RESULTS NEEDED		X	FLOOD ZONE DESIGN CERTIFICATION
	X	BPP: FILING REQUIRED		X	FOREIGN GOV'T PROPERTY: STATE DEPT. LTR
	X	BPP: GRADE STUDY		X	FOUNDATION PLAN APPROVAL
	X	BPP: INFRASTRUCTURE AND SITE SKETCH		X	HIGH LINE - PARKS APPROVAL REQUIRED
	X	BPP: NOTES REQUIRED ON PLAN		X	HPD: INCLUSIONARY HOUSING LETTER
	X	BPP: PHOTOS-SIGNED/SEALED BY APPLICANT		X	HPD: SRO MD CERTIFICATE OF NO HARASSMENT
	X	BPP: SITE PLAN-NEW R.O.W. INSTALLATION		X	HUDSON YARDS PARKING AMENDMENT
	X	BPP: STREET DRAINAGE APPLICATION		X	HYDRAULIC FLOW CALCULATIONS
	X	BPP: STREET TREES SITE PLAN		X	HYDRO FLOW TEST LETTER
	X	BPP: TOPOGRAPHIC SURVEY		X	IDENTIFY THE PRIMARY JOB ON PW1
	X	BPP: TRAFFIC ENG STDY-CC IN INTERSECTION		X	LANDMARKS APPROVAL
	X	BPP: WAIVER OF GRADE FILING		X	LANDMARKS SIGNOFF
	X	BPP-BSA REQUIREMENTS		X	LOFT BOARD CERTIFICATE
	X	BPP-CPC REQUIREMENTS		X	NYCECC ANALYSIS
	X	BPP-DEP: NON-STD DRAINAGE STRUCTURE		X	NYCECC EXEMPTION
	X	BPP-NYS DEC: DRAIN STREET TO WETLAND		X	NYS DEC COASTAL EROSION HAZARD APPROVAL
	X	BPP-PARKS: REMOVE MATURE TREE		X	NYS DEC COASTAL EROSION HAZARD MAP
	X	BPP-TA: RELOCATE BUS STOP		X	NYS DEC FRESHWATER WETLANDS APPROVAL
	X	BPP-UTILITY APPROVAL TO RELOCATE POLE		X	NYS DEC FRESHWATER WETLANDS MAP
	X	BROOKLYN PARKING RESTRICTIONS		X	NYS DEC TIDAL WETLANDS APPROVAL
	X	BSA VARIANCE		X	NYS DEC TIDAL WETLANDS MAP
	X	BSA/CPC APPROVAL		X	OAC REGISTRATION
	X	CALENDARED PROPERTY - 40-DAY HOLD		X	OTHER (LIST): _____
	X	CANTILEVER FIRE ANALYSIS APPROVED BY DOB & FDNY		X	PREFAB/MODULAR CONSTR: NYS COMPLIANCE STATEMENT
	X	CLINTON DISTRICT: ANTI-HARASSMENT CHECKLIST		X	PREFABRICATED/MODULAR CONSTR: OTCR APPROVALS
	X	CLINTON DISTRICT: RESTRICTIVE DEC		X	PTA3: GREEN ROOF TAX ABATEMENT ^PPLIC (PRELIMINARY)
X		COST AFFIDAVIT ESTIMATE: (PW3)		X	PTA4: SOLAR TAX ABATEMENT APPLICATION (PRELIMINARY)
	X	CPC: HUDSON YARDS INITIAL CERTIFICATION		X	RECORDS MGMT FEE PAYMENT RECEIPT
	X	CURB CUT: PROVIDE EXISTING NUMBER		X	RESOLVE ZONING DISCREPANCY
	X	DEP SANITARY SEWER CERTIFICATION (HCP/SCP)		X	RESOLVE ZONING DISCREPANCY (DATA CHANGE)
	X	DEP STORMWATER/SEWER CERTIFICATION (HCP/SCP)		X	RESTRICTION: DEED

Y N ITEMS REQUIRED PRIOR TO APPROVAL		Y N ITEMS REQUIRED PRIOR TO PERMIT			
	X	RESTRICTION: EASEMENT AGREEMENT	X	SCAFFOLD APPLICATION & PERMIT	
	X	RESTRICTION: RESTRICTIVE DECLARATION		X	SIDEWALK SHED APPLICATION & PERMIT
	X	SEPTIC SYSTEM: SEPTIC COMPLIANCE UNIT APPROVAL		X	SITE SAFETY PLAN: BEST APPROVAL REQUIRED
	X	SITE SURVEY: INITIAL		X	STANDPIPE ALARM DRAWINGS & A11 (OR A11 PROOF)
	X	SOIL REPORT		X	STANDPIPE WORK PERMIT
	X	SRO MD ANTI-HARASSMENT CHECKLIST		X	STREET TREES: RECEIPT OF STREET TREES SITE PLAN
	X	STEEL AFFIDAVIT: PRELIMINARY		X	TEMPORARY FENCE APPLICATION & PERMIT
	X	STREET TREE CHECKLIST		X	TR3: CONCRETE DESIGN MIX TECHNICAL REPORT
	X	STREET: NEW STREET NAME APPROVED	Y N ITEMS REQUIRED PRIOR TO C/O OR SIGNOFF		
	X	STREET: UNMAPPED-NOTIFY EMERG. AGENCIES		X	ADDRESS: NEW HOUSE NUMBER APPROVED
	X	STRUCTURAL PEER REVIEW REQUIRED		X	APPLICANT CONCRETE EVALUATION REPORT
	X	SUBDIVISION SIGNOFF		X	APPLICANT CONCRETE RETESTING REPORT
	X	SUBSTANTIAL IMPROVEMENT CALCULATIONS	X		AS-BUILT ENERGY ANALYSIS (EN2)
	X	TAX LOT: TENTATIVE LOT NUMBER ISSUED		X	BOILER (BL) SIGNOFF
	X	TEMPORARY FLOOD SHIELDS: EMERGENCY FLOOD PLAN		X	BOILER APPROVAL : 900A
	X	TENANT/OCCUPANT PROTECTION PLAN 2008 CODE		X	BPP: AS-BUILT SIDEWALK SURVEY
	X	TRANSIT AUTHORITY/MTA/PANYNJ APPROVAL		X	BPP: ENGINEERS AFFIDAVIT
	X	TRASH COMPACTOR REQUIREMENTS		X	BPP: FIELD INSPECTION
	X	TREE REMOVAL: OUTSIDE PROP./PARKS APPR		X	BPP: FINAL AS-BUILT PHOTOGRAPHS
	X	TREE REMOVAL: SPEC. ZON. DIST./CPC APPR		X	BPP: FINAL SIGNOFF
	X	U.S. ARMY CORPS OF ENGINEERS APPROVAL		X	BPP: MAINTENANCE AGREEMENT - RETAINING WALL
	X	URBAN RENEWAL AREA: HPD APPROVAL		X	BPP: SIDEWALK & ROADWAY THICKNESS CORES
	X	VERIFY DOB PLAN NAMING STANDARD IS MET		X	BPP: SIDEWALK CONCRETE STRENGTH REPORT
	X	WATERFRONT AREA ZONING COMPLIANCE		X	BPP-DEP: INSTALL/MODIFY DRAINAGE STRUCTURE
	X	ZONING EXHIBIT I: CERTIFICATION		X	BPP-DEP: INSTALL/RELOCATE FIRE HYDRANT
	X	ZONING EXHIBIT II: CERTIFICATION		X	BPP-DESIGN COMM APPROVAL: DISTINCTIVE SIDEWALK
	X	ZONING EXHIBIT III:DESC. & OWNERSHIP STATEMENT		X	BPP-DOT: RELOCATE STREET LIGHT
	X	ZONING EXHIBIT IV: CERTIFICATION		X	BPP-DOT: SIDEWALK ENCROACHMENT
	X	ZONING EXHIBIT V: CERTIFICATION		X	BPP-DOT: SIDEWALK/CURB/ROAD WORK PERMITS
Y N ITEMS REQUIRED PRIOR TO PERMIT			X	BPP-PARKS: PLANT NEW TREE	
	X	2008 TR1 REQUIRED FOR NEW/WAIVED INSPECTIONS		X	BPP-TA: INSTALL SIDEWALK OVER STATION
	X	ASBESTOS: COMPLETION OR CLOSEOUT (ACP20/21/5)		X	BSA VARIANCE
	X	ASBESTOS: VARIANCE (DEP FORM V5)		X	CAP & CLEAN FORM
	X	CPC: HUDSON YARDS FINAL CERTIFICATION		X	CERTIFICATE OF OCCUPANCY
	X	DIR-14 ID OF RESPONSIBILITY (TR1)		X	CLINTON DIST: HPD CERT COMPLETION LOW-INCOME HOUSE
	X	ELECTRICAL APPLICATION FOR SIDEWALK SHED LIGHTING		X	CONSTRUCTION (OT) SIGNOFF
	X	EQUIPMENT (EQ) PERMITS	X		COST AFFIDAVIT (FINAL): PW3
	X	EXCAVATION OR DEMOLITION: 5-DAY NOTICE		X	CURB CUT (CC) SIGNOFF
	X	HIC LICENSE OR AFFIDAVIT		X	DEMOLITION (DM) JOB SIGNOFF
X		INSURANCE: DISABILITY		X	DEP SANITARY SEWER CERTIFICATION (HCP/SCP)
	X	INSURANCE: LIABILITY		X	DESIGN COMM. SIGNOFF: CITY-OWNED PROPERTY (EXTERIOR)
	X	INSURANCE: WORKERS' COMP. WAIVER/AFFID		X	DETECTOR: CARBON MONOXIDE-CERT. OF INSTALL
X		INSURANCE: WORKERS' COMPENSATION		X	DETECTOR: SMOKE-CERT. OF INSTALLATION
	X	JAMAICA: DEP SEWER CONNECTION APPROVAL		X	DOB - ZONING DIAGRAM (ZD1)
	X	LPC-BSA ARCHEOLOGY RESTRICTIVE DECLARATION (INITIAL)		X	DOB FINAL INSPECTION REQUIRED
	X	MASONRY MANUFACTURER'S STATEMENT-FORM 10H		X	DRY PIPE VALVE TEST : FP-10
	X	MICROFILM/SCAN: INITIAL		X	ELEVATOR JOB SIGNOFF
	X	MICROFILM/SCAN: ADDITIONAL REQUIRED		X	ENVIRO RESTRICTIONS - OER NOTICE OF SATISFACTION
	X	OTHER (LIST): _____		X	EQUIPMENT USE PERMITS
	X	PARTIAL DEMO PLAN & DS1 (FOR AL/EW-OT PERMITS)		X	FA - FDNY APPROVAL : FD-FAA
	X	PROJECT-SPECIFIC GL INSURANCE		X	FA LETTER OF DEFECT : FD-FALD
	X	RAISE/MOVE DOCS & DS1 (FOR AL/EW-OT PERMITS)		X	FA SELF CERT DEFECT : FD-FASC

Y	N	ITEMS REQ. PRIOR TO C/O OR SIGNOFF	Y	N	ITEMS REQ. PRIOR TO C/O OR SIGNOFF
	X	FEES: PAY DEFERRED FEES		X	STREET: UNMAPPED- NOTIFY EMERG. AGENCIES
	X	FEMA ELEVATION CERT (086-0-33)/ FLOODPRF CERT (086-0-34)		X	SWIMMING POOL: DEP APPROVAL
	X	FIRE ALARM/SIGNAL SYSTEM (FA) SIGNOFF		X	SWIMMING POOL: DOH APPROVAL
	X	FIRE ALARM: AS-BUILT PLANS		X	TAP LETTER - DOM SVC : DEP-DOM
	X	FIRE PROTECTION PLAN (FPP): FDNY APPROVAL		X	TAP LETTER - FIRE SVC : DEP-FIRE
	X	FIRE RETARDANT TREATED WOOD: FDNY CERTIFICATE		X	TAX LOT: FINAL LOT NUMBER ISSUED
	X	FIRE SUPP ANSUL APPROVL: FD-FSS		X	TRANSIT AUTHORITY/MTA/PANYNJ APPROVAL
	X	FIRE SUPPRESSION SYSTEM (FP) SIGNOFF		X	TREE REMOVAL: OUTSIDE PROP./PARKS APPR
	X	FUEL BURNING (FB) SIGNOFF		X	TREE REMOVAL: SPEC. ZON. DIST./CPC APPR
	X	FUEL STORAGE (FS) SIGNOFF		X	URBAN RENEWAL AREA: HPD APPROVAL
	X	GAS WELDER ANNUAL CERT : GAS-WELD		X	US ARMY CORPS OF ENGINEERS APPROVAL
	X	GASOLINE TANK SIGNOFF		X	WATER METER PERMIT : DEP-METER
	X	HOUSE CONNECTION SIGNOFF		X	WATER SUPPLY (PRIVATE): DOH APPROVAL
	X	HPD: INCLUSIONARY HOUSING ELIG. CERT		X	WELDERS AFFIDAVIT
	X	HPD: SRO MD CERTIFICATE OF NO HARASSMENT	STATEMENTS & SIGNATURES Required for all applications		
	X	LANDMARKS APPROVAL	Falsification of any statement is a misdemeanor and is punishable by fine or imprisonment, or both. It is unlawful to give to a public employee or city employee to accept, any benefit, monetary or otherwise, either as a gratuity for properly performing the job or in exchange for special consideration. Violation is punishable by imprisonment for fine or both.		
	X	LANDMARKS SIGNOFF	Is a TR1 form required? ☒ Yes		
	X	LPC-BSA ARCHEOLOGY RESTRICTIVE DECLARATION (FINAL)	PAA only:		
	X	MARQUEE (OT) SIGNOFF	Is a ZD1 form required? ☐ Yes ☒ No		
	X	MASONRY SUPPLIER'S STATEMENT-FORM 10J	Name (please print) _____		
	X	MECHANICAL (MH) SIGNOFF	Lic# _____		
	X	MEDICAL GAS INST CERT : LETTER-MED	PEREZ FRANCISCO		
	X	MICROFILM/RECORDS MGMT: ADDL FEE REQUIRED	8630		
	X	OIL TANK REMOVAL CERT : LETTER-FO	Signature _____		
	X	OTHER (LIST): _____	Date _____		
	X	PILES: FINAL PILE PLAN/CREOSOTE LETTER	05-29-2015		
	X	PLACE OF ASSEMBLY (PA) SIGNOFF			
	X	PLUMBING (PL) SIGNOFF			
	X	PRELIMINARY COMMISSIONING REPORT CERTIFICATION			
	X	PTA3: GREEN ROOF TAX ABATEMENT APPLICATION (FINAL)			
	X	PTA3: TAX ABATEMENT ELIGIBILITY APPROVAL			
	X	PTA4: SOLAR TAX ABATEMENT APPLICATION (FINAL)			
	X	PTA4: TAX ABATEMENT ELIGIBILITY APPROVAL			
	X	RESTRICTION: DEED			
	X	RESTRICTION: EASEMENT AGREEMENT			
	X	RESTRICTION: RESTRICTIVE DECLARATION			
	X	RPZ/DDCV TEST REPORT : GEN215B			
	X	SD/SP FIRE PUMP TEST : FP-86			
	X	SEPTIC ABANDONMENT CERT: LETTER-SCAV			
	X	SEPTIC SYSTEM: SEPTIC COMPLIANCE UNIT APPROVAL			
	X	SEWER/HOUSE CON SIGNOFF: DEP HC 021			
	X	SITE SURVEY: FINAL			
	X	SP/SD DEVICE CERT : LTR-LIC ELECT			
	X	SPRINKLER (SP) SIGNOFF			
	X	SPRINKLER INSP REPORT : FP-85			
	X	SPRINKLER/STANDPIPE ELECTRICAL LETTER			
	X	STANDPIPE (SD) SIGNOFF			
	X	STANDPIPE INSP REPORT : FP-84			
	X	STEEL AFFIDAVIT- FINAL			
	X	STREET TREE SIGNOFF			
	X	STREET TREES SITE PLAN			
	X	STREET: NEW NAME APPROVED			

