



PW2: Work Permit Application

Form must be typewritten.

Orient and affix BIS job number label here



BIS Document No. required:

1 REASON FOR FILING (required for all applications)

- ☐ Initial Permit (complete all sections) Expected work start date: _____
- ☐ Renewal Permit with changes (complete all sections)
- ☒ No Work Permit
- ☐ Renewal Permit without changes 1, 3, 4, 7 - 12

2 LOCATION INFORMATION (required for all applications)

House No(s) 71-04 Street Name 170 STREET

Borough QUEENS Block 6957 Lot 45 BIN 4150439 CB No. 408

Work on Floor(s) CEL,001,002,ATT,RF,OSP Apt./Condo No(s)

Total number of dwelling units at location 1 Number of dwelling units occupied during construction 0

3 TYPE OF PERMIT (choose one and complete any appropriate sub-choices or other information)

- ☒ Alteration ☐ Curb Cut ☐ Fuel Burning ☐ Plumbing 3C 3A Electrical Application No.: (for shed lighting)
- ☐ Filed as NB (28-101.4-5) ☐ Demolition and Removal ☐ Gas ☐ Sign
- ☐ Boiler ☐ Fire Alarm ☐ Oil ☐ Sprinkler 3C 3B Related Fence Job No.
- ☒ Construction Equipment ☐ Fire Suppression System ☐ Fuel Storage ☐ Standpipe 3C
- ☐ Chute ☐ Fence ☐ Foundation/Earthwork ☐ Mechanical/HVAC 3C Secondary Permit Description: (if applies)
- ☐ Sidewalk Shed 3A Area of site (sq. ft): ☐ New Building 3B
- ☐ Supported Scaffold
- ☐ Other: _____ ☐ Earthwork Only

- 3D ☐ Yes ☒ No Are you adding more than three stories? ☐ Yes ☒ No Are you removing one or more stories? If Yes, 8
- ☐ Yes ☒ No Are you performing work in 50% or more of the area of the building? ☐ Yes ☒ No Are you demolishing 50% or more of the area of the building? If Yes, 8
- ☐ Yes ☒ No Are you performing a vertical or horizontal enlargement adding more than 25% of the area of the building? ☐ Yes ☒ No Does your approved work include concrete? If Yes, is your concrete work completed? ☐ Yes ☐ No complete section 9
- ☐ Yes ☒ No Are mechanical means to be used? ☐ Yes ☒ No Are you altering 10% or more of the existing floor surface area of the building?

4 APPLICANT/CONTRACTOR (required for all applications) - * indicates optional

Last Name LEE First Name MIRANDA Middle Initial

Business Name HTC CONSTRUCTION MANAGEMENT Business Telephone

Business Address 147-26 ROOSEVELT AVE #2C *Business Fax

City FLUSHING State NY Zip 11354 *Mobile Telephone

Email Taxpayer ID

- ☒ General Contractor 4A, 4B 4A Provide registration or tracking number: 616357
- ☐ Fire Suppression Contractor 4C, 4D 4B Does work require a HIC license? ☐ Yes ☒ No If Yes, HIC License No.:
- ☐ Master Plumber 4C, 4D 4C License No.:
- ☐ Oil Burner Installer 4C, 4D 4D Is applicant responsible for all work on this application? ☐ Yes ☐ No
- ☐ Sign Hanger 4D If No, describe work responsibility:
- ☐ Professional Engineer 4C, 6
- ☐ Registered Architect 4C, 6
- ☐ Homeowner 4E
- (DOB approval required)

Mechanical equipment other than handheld devices to be used for demolition or removal of debris (BC §3306.4).



5 FILING REPRESENTATIVE (complete if different from applicant specified in Section 3) * indicates optional

Last Name	First Name	Middle Initial
Business Name		Business Telephone
Business Address		*Business Fax
City	State	Zip
*Email		*Mobile Telephone
		Registration Number

6 INSURANCE (PE/RA ONLY) * indicates required for all permits

☐ Liability Insurance (NB permits only)
 ☐ Workers' Compensation Insurance*
 ☐ Disability Insurance*

7 CONSTRUCTION SUPERINTENDENT, SITE SAFETY COORDINATOR, SITE SAFETY MANAGER (required if applicable)

I, the applicant/contractor, hereby declare the scope of work filed under this permit application requires: (choose one – * indicates optional)

☒ Construction Superintendent
 ☐ Site Safety Coordinator
 ☐ Site Safety Manager

Last Name	First Name	Middle Initial
Business Name		Telephone
Address		*Fax
City	State	Zip
*Email		*Mobile Telephone
		Registration Number

I, the undersigned, will perform, on behalf of the Contractor, all of the functions required of a Construction Superintendent, or Site Safety Coordinator, or Site Safety Manager (identified above) as set forth in the Department of Buildings rules and regulations.

Name (print)	Notarization State of New York, County of:	Notary Seal
Signature	Sworn to or affirmed under penalty of perjury day of 20	
Date	Notary Signature	

8 DEMOLITION SUBCONTRACTOR (required if applicable) – * indicates optional

Is the applicant/contractor named in Section 4 performing the demolition work for this permit? ☐ Yes ☐ No If No, complete this section.

Last Name	First Name	Middle Initial
Business Name		Telephone
Address		*Fax
City	State	Zip
*Email		*Mobile Telephone
		Registration Number

I, the undersigned, will perform, on behalf of the Contractor, all of the functions required of a Demolition Subcontractor as set forth in the Department of Buildings rules and regulations.

Name (print)	Notarization State of New York, County of:	Notary Seal
Signature	Sworn to or affirmed under penalty of perjury day of 20	
Date	Notary Signature	

9 CONCRETE INFORMATION (choose and complete any appropriate sub-choices)

9A ☐ Yes ☐ No Are you requesting to exclude concrete work at this time from this permit? If No, 9B

9B ☐ Yes ☐ No Does your approved work include 2,000 cubic yards or more of concrete? If Yes, 10 and 11

10 CONCRETE SUBCONTRACTOR (required if applicable) * indicates optional

Is the applicant/contractor named in Section 4 performing the demolition work for this permit? ☐ Yes ☐ No If No, complete this section.

Last Name		First Name		Middle Initial
Business Name		Telephone		
Address		*Fax		
City	State	Zip	*Mobile Telephone	
*Email		Registration Number		

I, the undersigned, will perform, on behalf of the Contractor, all of the functions required of a Concrete Subcontractor as set forth in the Department of Buildings rules and regulations.

Name (print)	Notarization State of New York, County of:	Notary Seal
Signature	Sworn to or affirmed under penalty of perjury day of 20	
Date	Notary Signature	

11 CONCRETE SAFETY MANAGER (required if applicable) - * indicates optional

Last Name		First Name		Middle Initial
Business Name		Telephone		
Address		*Fax		
City	State	Zip	*Mobile Telephone	
*Email		Registration Number		

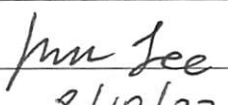
I, the undersigned, will perform, on behalf of the Contractor, all of the functions required of a Concrete Safety Manager (identified above) as set

Name (print)	Notarization State of New York, County of:	Notary Seal
Signature	Sworn to or affirmed under penalty of perjury day of 20	
Date	Notary Signature	

12 APPLICANT/CONTRACTOR STATEMENTS AND SIGNATURES (required for all applications)

The information in this application is correct and complete to the best of my knowledge and I assume responsibility for all statements on this form. I understand that if I am found after hearing to have knowingly or negligently made a false statement on this or any other document submitted to the Department, I may be subject to fine, imprisonment, and/or barred from filing further documents with the Department. I also understand it is unlawful to give to a City employee, or for a City employee to accept, any benefit, monetary or otherwise, either as a gratuity for properly performing the job or in exchange for special consideration.

- I will comply with all applicable laws, rules and regulations including all insurance requirements, and, in addition,
- I hereby state if a Construction Superintendent, Site Safety Coordinator, Site Safety Manager, Demolition Subcontractor, Concrete Subcontractor, or Concrete Safety Manager is required for this application I have hereby advised the individual listed herein he or she is designated as such and hereby certify he or she is registered and in good standing with the NYC Department of Buildings.
- I hereby state this renewal application with no change to Applicant, Filing Representative, Construction Superintendent, Site Safety Coordinator, Site Safety Manager, Subcontractors, Concrete Safety Manager or insurance is for the work as originally filed or as officially amended.
- In accordance with §28-104.8 of the Administrative Code, I hereby declare I am authorized by the owner of the above-referenced premises to make this application for a permit to perform the work described herein. In accordance with Rule 101-16, I will post the permit in a conspicuous and visible location.
- I hereby state that all construction and demolition workers employed or otherwise engaged at the site and working under this permit have received site safety training in accordance with BC 3321.
- In accordance with §28-120.3 of the Administrative Code, I certify that, if applicable, any tenant protection plan submitted for this work coordinates with the scope of work intended.
- I understand that, pursuant to §28-120.1 of the Administrative Code, if applicable, the registered design professional who prepares the tenant protection plan must be retained by the general contractor performing the work.

Name (print) MIRANDA LEE	Notarization (required if not license) State of New York, County of: KINGS	Notary Seal
Signature 	Sworn to or affirmed under penalty of perjury 10TH day of AUGUST 20 22	KENNETH YAP NOTARY PUBLIC, STATE OF NEW YORK Registration No. 01YA6378758 Qualified In Kings County Commission Expires 07/30/2026
Date 8/10/22	Notary Signature 