



PC1: Required Items Checklist
for Professional Certification

Must be typewritten



DEPT. BLDGS 520185601
Job Number
Scan Code SC130430002

1 Location Information Required for all applications	
House No(s) 66	Street Name Lake Avenue
Borough Staten Island	Block 1160 Lot 95
C.B. No.	

2 Required Items Required for all applications. Yes or no must be selected for every item. Continues on page 2.	YES NO	ITEMS REQUIRED PRIOR TO APPROVAL
☒	☒	LANDMARKS SIGNOFF
☒	☒	SEWER CONNECTION: DEP SD1 & SD2
☒	☒	HPD: SRO MD CERTIFICATE OF NO HARASSMENT
☒	☒	U.S. ARMY CORPS OF ENGINEERS APPROVAL
☒	☒	TRANSIT AUTHORITY APPROVAL
☒	☒	FIRE ALARM/SIGNAL SYSTEM (FA) SIGNOFF
☒	☒	URBAN RENEWAL AREA: HPD APPROVAL
☒	☒	SEPTIC INSTALLATION: DEP APPROVAL
☒	☒	ADDRESS: NEW HOUSE NUMBER APPROVED
☒	☒	TAX LOT: TENTATIVE LOT NUMBER ISSUED
☒	☒	STREET: NEW STREET NAME APPROVED
☒	☒	FIRE PROTECTION PLAN(FPP): FDNY APPROVAL
☒	☒	LOFT BOARD CERTIFICATE
☒	☒	ASBESTOS ACP 7 OR 5 OR ASB 4
☒	☒	BSA VARIANCE
☒	☒	TREE REMOVAL: OUTSIDE PROP./PARKS APPR
☒	☒	FOREIGN GOVT. PROPERTY: STATE DEPT. LTR
☒	☒	BPP-PARKS: REMOVE MATURE TREE
☒	☒	BPP-GSA REQUIREMENTS
☒	☒	BPP-CPC REQUIREMENTS
☒	☒	BPP-TA: RELOCATE BUS STOP
☒	☒	BPP-DEP: NON-STD DRAINAGE STRUCTURE
☒	☒	BPP-NYS DEC: DRAIN STREET TO WETLAND
☒	☒	BPP: DOT PERMISSION TO MOVE FRANCHISE
☒	☒	STREET: UNMAPPED-NOTIFY EMERG. AGENCIES
☒	☒	ART COMM. APPROVAL: DISTINCTIVE SIDEWALK
☒	☒	ART COMM. APPROVAL: CITY-OWNED PROPERTY
☒	☒	SITE CONNECTION: DEP
☒	☒	BPP-UTILITY APPROVAL TO RELOCATE POLE
☒	☒	ENVIRONMENTAL: E' DEP NOTICE TO PROCEED
☒	☒	BSA/CPC APPROVAL
☒	☒	CPC: HUDSON YARDS INITIAL CERTIFICATION
☒	☒	HPD: INCLUSIONARY HOUSING LETTER
☒	☒	NYCECC ANALYSIS
☒	☒	SITE SURVEY: INITIAL
☒	☒	RESTRICTION: EASEMENT AGREEMENT
☒	☒	RESTRICTION: DEED
☒	☒	ZONING EXHIBIT I: CERTIFICATION
☒	☒	ZONING EXHIBIT II: CERTIFICATION
☒	☒	ZONING EXHIBIT III: DESC. & OWNERSHIP STATEMENT
☒	☒	ZONING EXHIBIT IV: CERTIFICATION
☒	☒	ZONING EXHIBIT V: CERTIFICATION
☒	☒	COST AFFIDAVIT: ESTIMATED
☒	☒	FEE: CIVIL PENALTY FOR LEGALIZATION
☒	☒	FOUNDATION PLAN APPROVAL
☒	☒	WATERFRONT AREA ZONING COMPLIANCE
☒	☒	APPLICANT TO SELF CERTIFY OBJECTIONS
☒	☒	IDENTIFY THE PRIMARY JOB ON PMW
☒	☒	STEEL AFFIDAVIT: PRELIMINARY
☒	☒	ADULT ESTABLISHMENT APPROVAL
☒	☒	BPP: FILING REQUIRED
☒	☒	BPP: NOTES REQUIRED ON PLAN
☒	☒	BPP: TOPOGRAPHIC SURVEY
☒	☒	TR8: ENERGY CODE PROGRESS INSPECTIONS
☒	☒	BPP: PHOTOS-SIGNED/SEALED BY APPLICANT
☒	☒	BPP: INFRASTRUCTURE AND SITE SKETCH
☒	☒	BPP: SITE PLAN-NEW R.O.W. INSTALLATION
☒	☒	BPP: GRADE STUDY
☒	☒	BPP: STREET DRAINAGE APPLICATION
☒	☒	BPP: DISTRICT SIDEWALK-LEGAL AGREEMENT
☒	☒	BPP: DISTRICT SIDEWALK-STONE TEST REPORT
☒	☒	BPP: TRAFFIC ENG STDY-CC IN INTERSECTION
☒	☒	BPP: CONTRACTOR BOND-INSTALL ROADWAY
☒	☒	BPP: WAIVER OF GRADE FILING
☒	☒	BPP: CATCH BASIN/WHOLE REQUIRED
☒	☒	BPP: FIELD VISITS RESULTS NEEDED
☒	☒	BPP: CHECKLIST IN LIEU OF PLANS-ALTS
☒	☒	SUBDIVISION SIGNOFF
☒	☒	OAC REGISTRATION
☒	☒	LOCAL LAW 58/1987 WAIVER
☒	☒	ADULT ACTIVITY APPROVAL
☒	☒	RESTRICTION: RESTRICTIVE DECLARATION
☒	☒	CURB CUT: PROVIDE EXISTING NUMBER
☒	☒	CLINTON DISTRICT: RESTRICTIVE DEC
☒	☒	HYDRO FLOW TEST LETTER
☒	☒	HYDRAULIC FLOW CALCULATIONS
☒	☒	TRASH COMPACTOR REQUIREMENTS
☒	☒	ANTI-HARASSMENT AREA CHECKLIST
☒	☒	CLINTON DISTRICT: ANTI-HARASSMENT CHECKLIST
☒	☒	BROOKLYN PARKING RESTRICTIONS
☒	☒	STREET TREE CHECKLIST
☒	☒	TENANT PROTECTION PLAN 2008 CODE
☒	☒	SOIL REPORT
☒	☒	DOB - ZONING DIAGRAM (ZD1)
☒	☒	DOB - ZONING RESOLUTION DETERMINATION(S) (ZRD1) x
☒	☒	DOB - CONSTRUCTION CODE DETERMINATION(S) (CCD1) x
☒	☒	FIRE APPARATUS ACCESS ROADS FOR DEV: FDNY APPROVAL
☒	☒	SRO MD ANTI-HARASSMENT CHECKLIST
☒	☒	NYS DEC TIDAL WETLANDS MAP
☒	☒	NYS DEC TIDAL WETLANDS APPROVAL
☒	☒	NYS DEC FRESHWATER WETLANDS MAP
☒	☒	NYS DEC FRESHWATER WETLANDS APPROVAL
☒	☒	NYS DEC COASTAL EROSION HAZARD MAP
☒	☒	NYS DEC COASTAL EROSION HAZARD APPROVAL
☒	☒	ASBESTOS: EXEMPTION (ASB4)
☒	☒	ASBESTOS: CERTIFICATION (DEP ACP5)
☒	☒	FIRE ALARM: FDNY RECEIVED & ACCEPTED PLANS
☒	☒	HUDSON YARDS PARKING AMENDMENT
☒	☒	BPP: STREET TREES SITE PLAN
☒	☒	RESOLVE ZONING DISCREPANCY
☒	☒	RESOLVE ZONING DISCREPANCY (DATA CHANGE)
☒	☒	CALENDARED PROPERTY-40-DAY HOLD
☒	☒	2008 CODE TR1 REQUIRED
☒	☒	DOB- CONSTRUCTION CODE DETERMINATION (CCD1)
☒	☒	VERIFY DOB PLAN NAMING STANDARD IS MET
☒	☒	1ST ZONING REVIEW COMPLETE
☒	☒	2ND ZONING REVIEW COMPLETE
☒	☒	RECORDS MANAGEMENT FEE PAYMENT RECEIPT
☒	☒	OTHER:

2 Required Items (Continued) Required for all applications. Yes or no must be selected for every item.

YES	NO	ITEMS REQUIRED PRIOR TO PERMIT
☒	☐	CPC: HUDSON YARDS FINAL CERTIFICATION
☒	☐	JAMAICA: DEP SEWER CONNECTION APPROVAL
☒	☐	SITE SAFETY PLAN
☒	☐	DEMOLITION OR DEMOLITION: 5-DAY NOTICE
☒	☐	SIDEWALK SHED APPLICATION & PERMIT
☒	☐	TEMPORARY FENCE APPLICATION & PERMIT
☒	☐	SCAFFOLD APPLICATION & PERMIT
☒	☐	MICROFILM: INITIAL
☒	☐	INSURANCE: WORKERS' COMPENSATION
☒	☐	INSURANCE: WORKERS' COMP. WAIVER/AFFID
☒	☐	INSURANCE: LIABILITY
☒	☐	INSURANCE: DISABILITY
☒	☐	DIR-14 ID OF RESPONSIBILITY (TR1)
☒	☐	MASONRY MANUFACTURER'S STATEMENT-FORM 10H
☒	☐	EQUIPMENT (EQ) PERMITS
☒	☐	MICROFILM: ADDITIONAL REQUIRED
☒	☐	HIC LICENSE OR AFFIDAVIT
☒	☐	ELECTRICAL APPLICATION FOR SIDEWALK SHED LIGHTING
☒	☐	ASBESTOS: COMPLETION OR CLOSEOUT (ACP20 OR 21)
☒	☐	STREET TREES: RECEIPT OF STREET TREES SITE PLAN
☒	☐	ASBESTOS: VARIANCE (DEP FORM V5)
☒	☐	JAMAICA: DEP SEWER CONNECTION APPROVAL
☒	☐	2008 TR1 REQUIRED FOR NEW/MAINTAINED INSPECTIONS
☒	☐	TR3: CONCRETE DESIGN MIX TECHNICAL REPORT
☒	☐	PARTIAL DEMO: PLAN & DS1 (FOR AL/EM-OT PERMITS)
☒	☐	PARTIAL DEMO: 10-DAY NOTICE (FOR AL/EM-OT PERMITS)
☒	☐	STANDPIPE ALARM DRAWINGS 7 A11 (OR A11 PROOF)
☒	☐	STANDPIPE WORK PERMIT
☒	☐	OTHER:
☒	☐	OTHER:
☒	☐	ITEMS REQUIRED PRIOR TO C OF O OR SIGNOFF
☒	☐	LANDMARKS APPROVAL
☒	☐	LANDMARKS SIGNOFF
☒	☐	SEWER CONNECTION: DEP SD1 & SD2
☒	☐	HPD: SRO MD CERTIFICATE OF NO HARASSMENT
☒	☐	US ARMY CORPS OF ENGINEERS APPROVAL
☒	☐	TRANSIT AUTHORITY APPROVAL
☒	☐	FIRE ALARM/SIGNAL SYSTEM (FA) SIGNOFF
☒	☐	URBAN RENEWAL AREA: HPD APPROVAL
☒	☐	SEPTIC INSTALLATION: DEP APPROVAL
☒	☐	ADDRESS: NEW HOUSE NUMBER APPROVED
☒	☐	TAX LOT: FINAL LOT NUMBER ISSUED
☒	☐	STREET: NEW NAME APPROVED
☒	☐	FIRE PROTECTION PLAN (FPP): FDNY APPROVAL
☒	☐	ASBESTOS ACP 7 OR 5 OR ASB 4
☒	☐	BSA VARIANCE
☒	☐	WATER SUPPLY (PRIVATE): DOH APPROVAL
☒	☐	SWIMMING POOL: DOH APPROVAL
☒	☐	SWIMMING POOL: OUTSIDE PROP/PARKS APPR
☒	☐	TREE REMOVAL: SPEC. ZON. DIST./CPC APPR
☒	☐	FIRE RETARDANT TREATED WOOD: FDNY CERTIFICATE
☒	☐	BPP-DEP: INSTALL/MODIFY DRAINAGE STRUCTURE
☒	☐	BPP-DEP: INSTALL/RELOCATE FIRE HYDRANT
☒	☐	BPP-PARKS: PLANT NEW TREE
☒	☐	BPP-DOT: SIDEWALK ENCROACHMENT
☒	☐	BPP-DOT: RELOCATE STREET LIGHT
☒	☐	BPP-DOT: SIDEWALK/CURB/ROAD WORK PERMITS
☒	☐	BPP-TA: INSTALL SIDEWALK OVER STATION
☒	☐	BPP-PARTS COMM APPROVAL-DIST. SIDEWALK
☒	☐	STREET: UNMAAPPED-NOTIFY EMERG. AGENCIES
☒	☐	ENVIRONMENTAL "E" DEP NOTICE OF SATIS
☒	☐	TAP LETTER - FIRE SVC: DEP-FIRE
☒	☐	TAP LETTER - DOM SVC: DEP-DOM
☒	☐	WATER METER PERMIT: DEP-METER
☒	☐	ITEMS REQUIRED PRIOR TO C OF O OR SIGNOFF (CONT.)
☒	☐	RPZ/DDCV TEST REPORT: GEN215B
☒	☐	SEWER/HOUSE CON SIGNOFF: DEP HC 021
☒	☐	FA - FDNY APPROVAL
☒	☐	FA LETTER OF DEFECT: FD-FALD
☒	☐	FA SELF CERT DEFECT: FD-FASC
☒	☐	FIRE SUPP ANSUL APPROVAL: FD-FSS
☒	☐	FEMA FORM (81-31): ELEVATION CERTIFICATE
☒	☐	CLINTON DIST: HPD CERT COMPLETION LOW-INCOME HOUSING
☒	☐	HPD: INCLUSIONARY HOUSING ELIG. CERT
☒	☐	FEMA FORM (81-45): DRY FLOOD-PROOFING CERTIFICATE
☒	☐	CERTIFICATE OF OCCUPANCY
☒	☐	PLACE OF ASSEMBLY (PA) SIGNOFF
☒	☐	SPRINKLER (SP) SIGNOFF
☒	☐	STANDPIPE (SD) SIGNOFF
☒	☐	ELEVATOR JOB SIGNOFF
☒	☐	GASOLINE TANK SIGNOFF
☒	☐	PILES: FINAL PILE PLAN/CREOSOTE LETTER
☒	☐	MARQUEE (OM) SIGNOFF
☒	☐	MECHANICAL (MH) SIGNOFF
☒	☐	CURB CUT (CC) SIGNOFF
☒	☐	COST AFFIDAVIT: ACTUAL
☒	☐	MICROFILM: ADDITIONAL REQUIRED
☒	☐	DETECTOR: SMOKE-CERT. OF INSTALLATION
☒	☐	EQUIPMENT USE PERMITS
☒	☐	SITE SURVEY: FINAL
☒	☐	RESTRICTION: EASEMENT AGREEMENT
☒	☐	RESTRICTION: DEED
☒	☐	FIRE SUPPRESSION SYSTEM (FP) SIGNOFF
☒	☐	FEE: PAY DEFERRED FEES
☒	☐	PLUMBING (PL) SIGNOFF
☒	☐	BOILER (BL) SIGNOFF
☒	☐	FUEL BURNING (FB) SIGNOFF
☒	☐	FUEL STORAGE (FS) SIGNOFF
☒	☐	CONSTRUCTION (OT) SIGNOFF
☒	☐	BPP: FINAL SIGNOFF
☒	☐	BPP: SIDEWALK & ROADWAY THICKNESS CORES
☒	☐	BPP: SIDEWALK CONCRETE STRENGTH REPORT
☒	☐	BPP: MAINTENANCE AGREEMENT - RETAINING WALL
☒	☐	DEMOLITION (DM) JOB SIGNOFF
☒	☐	BPP: ENGINEERS AFFIDAVIT
☒	☐	BPP: AS-BUILT SIDEWALK SURVEY
☒	☐	BPP: FIELD INSPECTION
☒	☐	BPP: FINAL AS-BUILT PHOTOGRAPHS
☒	☐	SP/SD DEVICE CERT: LTR-LIC ELECT
☒	☐	DRY PIPE VALVE TEST: FP-10
☒	☐	STANDPIPE INSP REPORT: FP-84
☒	☐	SPRINKLER INSP REPORT: FP-85
☒	☐	SD/SP FIRE PUMP TEST: FP-86
☒	☐	BOILER APPROVAL: 800A
☒	☐	GAS WELDER ANNUAL CERT: GAS-WELD
☒	☐	OIL TANK REMOVAL CERT: LETTER-FD
☒	☐	SEPTIC ABANDONMENT CERT: LETTER-SCAV
☒	☐	MEDICAL GAS INST CERT: LETTER-MED
☒	☐	DETECTOR: CARBON MONOXIDE-CERT. OF INSTALL
☒	☐	STEEL AFFIDAVIT: FINAL
☒	☐	MASONRY SUPPLIERS STATEMENT-FORM 10J
☒	☐	RESTRICTION: RESTRICTIVE DECLARATION
☒	☐	SPRINKLER/STANDPIPE ELECTRICAL LETTER
☒	☐	SPRINKLER/STANDPIPE ELECTRICAL LETTER
☒	☐	HOUSE CONNECTION SIGNOFF
☒	☐	STREET TREE SIGNOFF
☒	☐	FEMA FORM (81-45): DRY FLOOD-PROOFING CERTIFICATE
☒	☐	ART COMM. SIGNOFF: CITY-OWNED PROPERTY (EXT. WORK)
☒	☐	PTA3: GREEN ROOF TAX ABATEMENT APPLICATION
☒	☐	PTA3: TAX ABATEMENT ELIGIBILITY APPROVAL

2 Required Items (Continued) Required for all applications. Yes or no must be selected for every item.

YES	NO	ITEMS REQUIRED PRIOR TO C OF O OR SIGNOFF (CONT.)
☐	☒	PTAA: SOLAR PANEL TAX ABATEMENT APPLICATION
☐	☒	PTAA: TAX ABATEMENT ELIGIBILITY APPROVAL
☐	☒	FIRE ALARM: AS-BUILT PLANS
☐	☒	STREET TREES SITE PLAN
☐	☒	DOB FINAL INSPECTION REQUIRED
☒	☐	DOB ZONING DIAGRAM (ZD1)
☐	☒	APPLICANT CONCRETE RETESTING REPORT
☐	☒	APPLICANT CONCRETE EVALUATION REPORT
☐	☒	EN2: AS BUILT ENERGY ANALYSIS
☒	☐	OTHER: Exhibit III

3 Statement and Signatures Required for all applications.

Falsification of any statement is a misdemeanor and is punishable by a fine or imprisonment, or both. 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. Violation is punishable by imprisonment or fine or both.

Is a TR1 form required?

☒ Yes ☐ No

PAA only:

Is a ZD1 form required?

☐ Yes ☒ No

Name (please print)

Daniel J. Ryan

Signature

License Type (P.E. / R.A.)

Date

P.E. / R.A. Seal