



Application For Examination of Plans

1. Date: _____
2. Enter Plan Number of any plans previously examined by the Department of Labor for this project:

3. Proposed Work Located at: _____
 North East South West side of (street/avenue/road) _____
4. Distance: _____ Feet _____ Miles
 North East South West side of (cross st/avenue/road) _____
5. City Town Village of _____
6. County: _____
7. Owner: _____
8. Owner's Address: _____
9. FEIN: _____
10. Lessee: _____
11. Lessee's Address: _____
12. FEIN: _____
13. Doing Business as: _____
14. Engineer or Architect: _____
15. Engineer or Architect's Address: _____

Occupancy

16. Approval of plans is requested for use of building in accordance with the following statements:

| Floor | Public Assembly Dancing, Skating, Other Means of Amusement | Other Purposes | Persons Regularly Frequenting the Premises | | | | | | |
|----------|---|-------------------|--|--------|------------------------|--------|-------|--------|--|
| | | | At Present | | Additional Proposed | | Total | | |
| | | | Male | Female | Male | Female | Male | Female | |
| Basement | | | | | | | | | |
| Ground | | | | | | | | | |
| Second | | | | | | | | | |
| Third | | | | | | | | | |
| Fourth | | | | | | | | | |

Proposed Construction or Erection

17. New Building Addition Alteration Tent Viewing Stand
18. Estimated cost*: _____

**Estimated cost" must represent the cost of the entire structure, tent or viewing stand, including provisions for mechanical equipment, toilet facilities and the finish surfacing of ceilings, floors, walls, partitions, etc.; all constituting a structure ready for occupancy for the purposes stated on the application.

19. Number of floors above ground: _____, Below: _____
20. Automatic sprinklers: Yes No; All areas: Yes No
21. Materials of walls: _____, Floors: _____, Roof: _____
22. Roofing: _____, Floor Framing: _____, Roof Framing: _____, Windows: _____
23. Access to adjoining building: _____ What floors: _____, By what means: _____
24. Heating system: Type: Steam Hot Water Warm Air
 Distribution: Radiator Duct Unit Heater Space Heater
25. Means and methods used for window cleaning:
 Working from: Safe Surfaces Window Sills or Ledges Boatswain's Chair
 Ladders: Greatest height (top of window to floor): _____ ft
 Scaffolds: Height to suspension point: _____ ft. Powered scaffold: Yes No

Existing Part of Building

26. Most recent occupation: _____ Type of business: _____
27. No. of stories above ground: _____, Below _____, Sprinkler system over all areas Yes No
28. Materials of walls: _____, Floors: _____, Roof: _____, Roofing: _____
29. Have any variations been granted relative to features of this structure?

30. Alterations. Describe in detail all proposed alterations:

31. Plot Plans



Point of
Compass

Scale: _____

In space above draw plot plan of proposed work and all connected structures

Designate each section by proper number and name; indicate height in stories of each section; give date of erection of each portion. Plan must show entire outline of connected structures and approximately overall dimensions; show north point; give name of and show location of adjacent streets, railroads, canals, rivers, buildings, lot lines, etc. (Distance to nearest cross road or street must be shown or stated.)

32. Applicant: _____ Title: _____
 Address: _____
 Phone number: _____

Return THREE copies of this application and three sets of signed and sealed plans to the address shown on front (Use additional 8 ½ sheets, if necessary)

Labor Law – Definition

Section 2. 12. “Place of public assembly” shall include (1) a theatre, (2) moving picture house, (3) assembly halls maintained or leased for pecuniary gain where one hundred or more persons may assemble for amusement, or recreation, except (a) halls owned by churches, religious organizations, granges, and public association and free libraries as defined by section two hundred fifty-three of the education law, and (b) hotels having fifty or more rooms.

Section 870-c.12 “Viewing Stand” means a bleacher, grandstand or similar structure used at carnivals, fairs and amusement parks for public occupation, which has a capacity of one hundred or more persons, and which is of such nature that accidental personal injuries may be incurred in its assembly, disassembly or use.

Section 870-c.15 “Tent” means a tent which has a capacity of three hundred or more persons and which is used at carnivals, fairs and amusement parks.

Instructions

1. Filing Requirements:

Filing of plans and applications is required for tents and viewing stands subject to Section 870 of the Labor Law and for new or altered buildings to be used as places of public assembly except for such places located in the City of New York or in other cities having a bureau of buildings which is charged with the duty of enforcing a building code enacted by the legislative body of such city, or in a city, town, or village which has assumed responsibility under section 472 of the Labor Law.

2. Architect’s Seal and Signature:

The seal and signature of a New York Registered Architect or Professional Engineer are required on plans when such plans are subject to examination by the Department.