

# CITY OF ALBANY NEW YORK



DEPARTMENT OF BUILDINGS & REGULATORY COMPLIANCE

200 HENRY JOHNSON BLVD.—SUITE 1 | ALBANY, NEW YORK 12210  
(518) 434-5995 | E-MAIL: CODES@ALBANYNY.GOV | FAX (518) 434-6015

## ELEVATOR PERMIT APPLICATION

**A SEPARATE PERMIT FOR EACH ELEVATOR IS REQUIRED &  
ELEVATOR LAYOUTS ARE REQUIRED TO BE SUBMITTED WITH PERMIT APPLICATION**

Building Address: \_\_\_\_\_

Building Name: \_\_\_\_\_

### Contractor Information

Elevator Contractor: \_\_\_\_\_

Address: \_\_\_\_\_

(please include zip) \_\_\_\_\_

Phone: ( ) \_\_\_\_\_

**E-Mail:** \_\_\_\_\_

### Owner Information

Owner: \_\_\_\_\_

Address: \_\_\_\_\_

(please include zip) \_\_\_\_\_

Phone: ( ) \_\_\_\_\_

DESCRIPTION OF WORK:  MODERNIZATION  NEW CONSTRUCTION  DRILLING ONLY  
TYPE OF ELEVATOR:  ELECTRIC  HYDRO  OTHER \_\_\_\_\_  
USE CLASSIFICATION:  PASSENGER  FREIGHT  OTHER \_\_\_\_\_  
**ESTIMATED COST:** \_\_\_\_\_ **NUMBER OF STOPS:** \_\_\_\_\_ **NUMBER OF OPENINGS:** \_\_\_\_\_

- All work must be done according to NYS Uniform Fire Prevention & Building Code and applicable ANI
- Upon completion work must be inspected by a licensed inspection agency – list is furnished with permit
- **NO DEVIATION FROM THE APPROVED PLANS, SPECIFICATIONS, OR FROM THE SPECIAL CONDITIONS SET FORTH ABOVE MAY TAKE PLACE UNLESS REVIEWED BY THE DEPARTMENT OF BUILDINGS & REGULATORY COMPLIANCE AND APPROVED PRIOR TO IMPLEMENTATION. UNAUTHORIZED DEVIATIONS FROM APPROVED DRAWINGS, SPECIFICATIONS OR CONDITIONS WILL RESULT IN REVOCATION OF THIS PERMIT**
- **ELEVATORS ARE NOT TO BE PUT INTO SERVICE UNTIL A CERTIFICATE OF COMPLIANCE/OPERATION IS OBTAINED FROM THE DEPARTMENT OF BUILDINGS & REGULATORY COMPLIANCE AND POSTED IN THE ELEVATOR MACHINE ROOM.**

### DECLARATION

I hereby make application for a permit to carry out the work described above and in the accompanying documents. I hereby agree to complete all work in compliance with all applicable laws, ordinances and regulations. I declare all statements made in this application are true to the best of my knowledge.

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

### **OFFICIAL USE ONLY**

PERMIT NO.: \_\_\_\_\_ CITY ELEVATOR NO.: \_\_\_\_\_ PERMIT FEE: \_\_\_\_\_

This application & accompanying documents, which form a part of this application have been reviewed & approved

Approved By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_