



TOWN OF ISLIP
DEPARTMENT OF PLANNING AND DEVELOPMENT
DIVISION OF BUILDING

One Manittou Court, Islip, New York 11751

Administration.....631-224-5464	Plumbing.....631-595-3756
Permits.....631-224-5466	Records/Inspections...631-224-5470
Plans Examiner.....631-224-5467	Zoning.....631-224-5438

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Building Permit Requirements – Commercial Spray Booth

<https://islipny.gov/departments/planning-and-development/building-division-permits-section>

APPLICATION SUBMISSION REQUIREMENTS:

1. Method of submittal:
 - a. Electronic Submittal – Please refer to the [Building Permit – Electronic Submittal Process](#) flyer on our website. No hardcopies of documents are required with the initial electronic submission unless otherwise referenced in the flyer. Our staff will advise you on the total number of hardcopy documents required prior to permit issuance.
 - b. Hardcopy Submittal – Please refer to our website for [Application Requirements](#) submittal process currently in effect. We will advise you on the total number of hardcopy documents required prior to permit issuance.
2. Application and Fee – A building permit application must be completed in its entirety (next to *Other*, indicate *Spray Booth*), and submitted to the Permits Department along with the non-refundable filing fee for an interior alteration. The application should be accompanied by the items below in addition to all other permit requirements if additional work is proposed.
3. NYS Department of Environmental Conservation – Permit or evidence demonstrating exemption for permit.
4. Site Plan – One (1) copy of the approved site plan.
5. Construction/Installation Plans – One (1) set of spray booth construction/installation plans prepared by a Registered Design Professional (RDP). Plans shall consist of the following:
 - a. A fully dimensioned floor plan of the entire floor; each space and use shall be identified.
 - b. The location of the spray booth, heater and ventilation shall be shown; all clearances and equipment are to be dimensioned.
 - c. All required fire protection systems must be noted, and all locations and details of required exhaust and fresh air intakes shall be clearly identified on the plans. *Please note – a separate System Permit is required from the Division of Fire Prevention.*
 - d. Code compliance – The RDP must account for Uniform Code compliance by clearly describing the Code cited requirements of the 2020 NYSUC reference standard (or the code in effect at the time of application):
 - i. 2020 NYSBC section 416
 - ii. 2020 NYSFC section 903.2.11.6 and 2404.4
 - iii. 2020 NYSFC Chapter 24 (all applicable sections and references)
 - iv. NFPA 33-2015
 - v. 2020 NYSMC Chapter 5
 - e. Floor plans showing compliance to NYSFC 5003 for any control areas or cabinets may be required if flammable or combustible liquids (paint thinners, etc.) are introduced in the functionality of the building.
6. Spray Booth Literature – A copy of the listing and labeling information, as well as the installation instructions from the manufacturer are required.