Permit No. _____ **SBL** _____

TOWN OF PERRYSBURG
Cattaraugus County, New York

APPLICATION FOR BUILDING PERMIT

APPLICATION DATE: _____

INSTRUCTIONS:

A. **COMPLETED** application to be filled in by typewritter or in ink and submitted to the Code Enforcement Office. Any application, which is missing information, **will** be denied. Certificates of insurance **must** be attached.
B. **A Plot Plan** showing a DETAILED description of the location and position of any existing buildings, and their position in relation to nearby buildings, structures, and to any private or public streets or highways.
C. **Two (2) COMPLETE** sets of **(STAMPED Architectural/Engineering – if required) Drawings,** detailed drawings and/or blueprints for any new construction/additions/ renovations/rehabilitations.
D. **The work covered by this application shall not start prior to the issuance of a Building Permit.**
E. Upon approval of this application, the **Code Enforcement Officer** will issue a Building Permit to the applicant and return one (1) set of the plans, stamped **Received.** The permit and approved plans shall be kept on the premises during the progress of the work. **Building Permits** are good for a period of **ONE (1) YEAR** from Issue.
F. The Building Inspector shall have the right to enter upon the premises for the purpose of inspection of the construction covered by this application at any time during the construction period without notice.
G. NO Building shall be occupied or used in whole or in part for any purpose until a **CERTIFICATE OF OCCUPANCY** shall have been granted by the **Code Enforcement Officer**, except that for certain uses as provided in the local Zoning Ordinances.
H. Formal site plan review by the planning board is mandatory for all, non-residential construction and development. Exceptions: agricultural endeavors

APPLICATION IS HEREBY MADE to the Code Enforcement Office for the issuance of a Building Permit, pursuant to the Zoning Ordinance of the Town of Perrysburg for the construction as herein described. The applicant agrees to comply with all applicable laws, ordinances, and regulations.

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1. Owner Name: _____ Contractor's Name: _____

   Owner's Address: _____ Contractor's Address: _____

   Owner Phone#: _____ Contractor's Phone#: _____

   Workman's' Compensation, Disability Carrier & Policy Certificate ☐ _____
   ** A COPY OF YOUR INSURANCE CERTIFICATE MUST ACCOMPANY THIS FORM – NO EXCEPTIONS

2. Location of land on which the proposed work will be done: _____
3. Present land Use: _____ Proposed land Use: _____
4. Nature of Work: _____
5. Estimated Cost of Project: $_____ # Stories: _____ Size & Area of Lot: _____
6. Zoning District: _____
7. Will the proposed construction require a variance from the Local Zoning Ordinance or Regulations?: _____
   If YES – Type of Variance: _____ ZBA Application Date : _____
8. **E911** : Does this parcel require a new address [ ] Yes [ ] NO
9. FEE(S): Plan Review $_____ Building $_____ Planning $_____ ZBA Varience $_____ **TOTAL $**_____

10. **A PLAN REVIEW PACKAGE SHALL BE FILLED OUT AND ACCOMPANY THE BUILDING PERMIT APPLICATION. ALL APPLICATIONS SHALL HAVE THE FOLLOWING DOCUMENTATION SUBMITTED IN ADDITION TO THE BUILDING PERMIT:**

Site Plan ☐	Soils Report ☐	Structural Building Design Plans ☐
Stair Detail ☐	Design Loads ☐	Occupancy and Building Classification ☐
Mechanical Plans ☐	Plumbing Plans ☐	Electrical Plans ☐ Elevator plan ☐
Fuel Gas Plans ☐	Fire Protection System Drawings ☐	Fire Protection Sys. Calculations ☐
Energy Conservation Report ☐		Occupancy specific Requirements ☐

Failure to submit the required documentation will result in denial of your application!

11. The Site Plan Drawing shall reflect the criteria as specified by the Planning Board of the Town of Perrysburg, and shall be submitted on a separate drawings with the following items included:

Location of any/all existing buildings or structures on the lot with north arrow
Location of proposed construction on the lot with setbacks of front, side and rear clearly indicated
Property Lines and Street Names with right of way designation
Surface elevation and drainage
Existing/ proposed utilities
Parking/ unloading areas
Signage and lighting

12. Separate permits will be required for the connection to public water/ sewer services, or the installation of private well and septic systems. An additional application for new electric service may be required to be completed. The fee will be included in the overall permit application fee for new construction only.
Any other permits as required by Local ordinance or the Code Enforcement Offical or the County.

I, _____ **HEREBY CERTIFIES** THAT HE/SHE IS THE applicant and/or the owner named above; and that all statements contained in this application are true to the best of his/her knowledge and belief, and that the work will be performed in the manner set forth in this application and in the plans and specifications filed therewith.

CONTRACTORS CERTIFICATION: I hereby certify that all items in the Building and Zoning Ordinances will be enforced.

_____
Signature of Owner

_____
Signature of Contractor

APPROVED
DISAPPROVED_____ **DATE** _____
Code Enforcement Officer

Application is hereby made to the Zoning Board of Appeals and/or Planning Department for a Variance/Special Use Permit for the use of the premises as described above for which an application for a permit has been denied based upon the following information

_____
_____
_____
_____

_____
Code Enforcement Officer