

Town of Canisteo * 6 Main Street, Canisteo, NY 14823 * 607-698-4843
Building Permit Application

APPLICATION DATE: _____

APPLICANT: _____

PROJECT SITE LOCATION: _____

MAILING ADDRESS: _____

TAX MAP NUMBER: _____

_____ HOME PHONE #: _____

CELL PHONE #: _____

ALL INFORMATION REQUIRED!

INSTRUCTIONS: Please completely fill in this application with a ballpoint pen and submit completed application and required attachments to

the Town Clerk or Town Code Enforcement Officer. Officer's Cell # 607-281-8216 (John Foy).

An approved Building Permit **MUST BE** obtained before work may be started. This application is **NOT** the approved Building Permit! A list of required attachments is on page two. Application is not-transferable.

1.) Application for (circle): Residential, Agricultural, Recreational, Site Plan Review, Other: _____

2.) Permit for (circle): New Construction, Addition, Alteration, demolition, Mobile Home, Septic, Heating SFB Device, Use Change

3.) Nearest Cross Roads: _____ & _____

4.) Dimensions of Parcel: Footage _____ (x) Depth _____ and/or Parcel Area _____ (acres)

5.) Set-Back (in feet) from property lines to project: Front _____ Right _____ Left _____ Rear _____

6.) Is the property Sub-Divided? Yes -- No If Yes, Please Provide Documentation.

7.) Is the Parcel a Corner Lot? Yes -- No

8.) Name of Architect or Engineer (if any): _____

Address: _____ Phone # _____

9.) Name of General Contractor (if any): _____

Address: _____ Phone # _____

10.) Total estimate value of project (including material & labor): \$ _____

11.) Describe the proposed project and use: (f dwelling list # of Unites): _____ Stories: _____ Bedrooms: _____

Bathrooms: _____

12.) House: _____

Garage: _____

Accessory Building: _____

Commercial: _____

Industrial: _____

Other: _____

Use additional sheet(s) for more space and list: Height, Length & Width and Total Square Feet as applies above. (See page two.)

CERTIFICATION: I hereby certify that I have read the instructions on page two and examined this application and all supporting attachments and know the same to be true and correct. All provisions of law and ordinances covering this project or use shall be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or conceal provisions of any other state, local, or federal law or ordinance regulating construction, performance of construction, or intended as a project.

Signature of Applicant: _____ Signature of Owner (if not Applicate) _____

[illegible]

Specific Reason(s) for denial: _____

Sent to: _____ Date: _____

Fees Received: Cash/Check Check #_____

APPLICATION NUMBER: _____ PERMIT NUMBER _____

Your project CANNOT be started until the Building Official has issued a Building Permit.

A.) **Require for ALL Applications!** 1.) Site Plan: this should consist of an accurate map (type location, survey, etc.) showing existing and proposed structures/building on parcel. 2.) Show location of well, septic, size & depth of footers, basement, etc. 3.) Show all dimensions of proposed project and dimensions of property lines and street right-of-way. 4.) Show type of constructions; materials to be used – including dimension of materials; size & location of windows, doors, etc.; constriction material; size and location of electric, plumbing, and heating items to be installed. Use as many additional sheets as needed – including copy of blueprints, if you have them. 5.) Engineer or Architect must stamp drawings for all projects in excess of 1,500 sq. ft. OR additional making gross excess of 1,500 and MUST BE included, Identify ALL adjoining parcels and owners, 6.) Provide elevation drawing with applicable height dimensions. 7.) Provide proof of approval of individual sewage disposal system and plans. MUST contact engineer for a “Perc Test” if installed a new system. 8.) MANUFACTURE HOMES: Must provide Make, Model, Year, HUD Plate# (rear of home), dimensions, serial number from identification tag inside of home, size and location of storage buildings or garage.

B.) **Required for ALL “Commercial” or “Industrial” Applications!** 1.) List of construction sequence, 2.) Time schedule for completion of each phase of project. 3.) Description of proposed uses; hours of operation; expected number of employees: anticipated volume of traffic that this project will generate. 4.) Graphic material showing traffic circulation, parking spaces, pedestrian walks. 5.) Topography and landscaping plans, open spaces and buffer zones. 6.) Preliminary engineering plans showing street improvements, storm drainage, water supply, and sanitary sewer facilities, blueprints on all construction.

C.) **Required for ALL sign Applications!** Drawing of proposed sign, clearing showing the dimensions, characters, and shape; if illuminated, show source of power and location of illumination. If sign will be visible from State or County highway, you must send a copy of the application to all appropriate entities.

D.) **Septic System!** Must be engineered by a design professional, including blueprints with application for all new and any repair of system!

E.) **Mining Only!** Describe the extent of proposed mining operations. Enclose a copy of NYS DEC Permit!

F.) **Required for change of use application!** Describe the nature of existing use and nature of proposed use.

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- G.) **Freshwater Wetland!** Determination/permit from NYS Department of Environmental Conservation (As required by Article 24 of the Environmental Conservation Law) provided certification indicating specific elevation in the relation to federal Hazard Area if necessary.
- H.) **Any Other Information!** Any information you think may help the Building Officer in making a decision regarding the approval of your application. Other information as requested by: Code Officer/ Board of Appeals / Town Board.
- I.) Any Building Permit will expire 12 months from the date of issue.
- J.) Any Demolition permit will expire 3 months from the date of issue.
- K.) All Commercial prints and residential prints for building with over 1,500 sq. ft. of living space and multiple dwelling prints require P.E. stamp. All other construction will require a detail sketch of proposed construction/alterations with a list of materials.

**BEFORE YOU DIG – CALL 1-800-962-7962 – THREE DAYS IN
ADVANCE!!**

This applies to any and ALL digging, even fence posts, septic systems, swing sets, etc.
Penalties up to \$7,500.00 if you do not call, plus the cost of repairing damage
underground lines!