

Asser ____/____/____

Town of Geddes
Code Enforcement Office
1000 Woods Rd. Solvay, NY 13209
dbalcer@townofgeddes.com

Called: _____

Person: ____ Mess: ____

Approved Date: _____	Office Use Only	T.M # _____
Disapproved Date: _____		Permit #: _____
Building Inspector: _____		Fee: _____

APPLICATION FOR RESIDENTIAL BUILDING PERMIT

Date: _____

Applicant Name: _____ Telephone # _____

Address: _____ City: _____ State: _____ Zip _____

Email: _____

Instructions

- A. This application must be filled in by computer generated or by ink and submitted to the Code Enforcement Office.
- B. A stamped plot plan by a N.Y.S. licensed surveyor showing location of lot and of buildings on premises, relationship to adjoining premises or public street or areas, and giving a detailed description of layout of property must be drawn on the diagram which is part of this application.
- C. This application must be accompanied by two complete sets of plans by a N.Y.S. Certified Architect or Engineer showing proposed constructions and two complete sets of specifications. Plans and specifications shall describe the nature of the work to be performed, the materials and equipment to be used and installed and details of structural, mechanical, electrical, and plumbing installations.
- D. The work covered by this application may not be commenced before issuance of the Building Permit.
- E. Upon approval of this application, the Building Department will issue a building permit to the applicant together with the approved, duplicate set of plans and specifications, a set of approved plans and specifications shall be kept on the premise available for inspection throughout the work in progress.
- F. No building shall be occupied or used in whole or in part for any purpose whatever until a Certificate of Occupancy has been granted by the building department.
- G. All construction debris must be disposed of properly by the applicant.

1. Address of land on which proposed work will be done. _____

2. Tax map #: _____ 3. State existing use and occupancy of premises: _____

4. Nature of work – New Building Addition Alteration Modifications Shed Deck/Porch Fence Repair
Solar Panels Wood Stove Signage/ Billboard Demolition Generator Wheelchair Ramp Garage Other

5. Describe proposed construction: _____

6. Dimensions of new constructions: Front _____, Rear _____, Depth _____, Hgt _____, of Stories _____

7. Square Feet of habitable space area _____ Square feet non-habitable space _____

8. Estimated Construction Costs \$ _____

Building Permit fee will **\$ Double \$** if you did not obtain a building permit before starting construction or construction was completed.

OVER

