VILLAGE OF CASSADAGA
CHAUTAUQUA COUNTY
22 MILL STREET – CASSADAGA, NY 14718
(716) 595-3007

Date:_____ Permit #:_____

Parcel ID:_____ Permit Fee:_____

BUILDING PERMIT APPLICATION

INSTRUCTIONS:

a. This application is to be filled in by typewriter or in ink and submitted in duplicate with two sets of plans and specifications to the Code Enforcement Officer. INCOMPLETE applications will NOT be processed.
b. The work covered by this application shall not commence before the issuance of a Building Permit.
c. Upon approval of the Application, the Code Enforcement Officer will issue a Building Permit to the applicant and return one set of the Plans and Application. The Permit and approved Plans shall be kept on the premises during the progress of the work. Permit to be Displayed
d. No building shall be occupied or used in whole or in part for any purpose until a Certificate of Occupancy has been granted by the Code Enforcement Officer.
e. All new construction of buildings, additions, and alterations must comply with the New York State Uniform Fire Prevention and Building Code.
g. Building Permits become null and void unless construction has been started within one hundred twenty (120) days of the date of issuance, except that such construction shall be completed within twelve (12) months of the date of the start of construction.

APPLICATION IS HEREBY MADE to the Code Enforcement Officer for the issuance of a Building Permit, according to the Code Ordinances of Cassadaga, for the buildings, additions, alterations, or relocation as herein described. The applicant shall comply with all applicable laws, ordinances, and regulations.

Permit Applicant Name:_____ Home Phone:_____
Mailing Address:_____ Business Phone:_____
_____ Cell Phone:_____
Property Owner (if different than Applicant):_____
Mailing Address:_____ Phone:_____

Project Location:_____

Architect &/or Engineer Name:_____
Mailing Address:_____ Phone:_____
Prime Contractor/Builder Name:_____ Phone:_____

Contractor Insurance (attach copy):_____

Workmen's Compensation is required for all projects. Homeowners doing construction must fill out an exemption provided by the State Workmen's Compensation Board. See Code Officer for Form.

Workers Comp Form Attached [ ] Disability Benefits Secured by Contractor [ ] CE-200 Exemption* [ ]
*NYS Wavier (Form CE-200) must be obtained online at www.wcb.ny.gov

PROPOSED WORK

[ ] Construction of new building [ ] One family dwelling [ ] Commercial/Professional

[ ] Addition to building (size & use) [ ] Two family dwelling [ ] Attached garage

[ ] Alteration to a building [ ] Multiple dwelling #_____ [ ] Other type occupancy

[ ] Demolition of a building

[ ] Installation of oil or gas burner, describe:_____

[ ] Installation of plumbing, describe:_____

[ ] Installation of electric, describe:_____

ACCESSORY BUILDING

[ ] Deck [ ] Barn [ ] One-car detached garage

[ ] Roof/re-roof [ ] Fence [ ] Two-car detached garage

[ ] Other work, describe:_____ [ ] Private storage building

_____ [ ] Shed

Estimated true value of construction: $_____

Dimensions of new structures:_____Area:_____Sq. ft._____

Dimensions of additions:_____Area:_____Sq. ft._____

Dimensions of alterations:_____Area:_____Sq. ft._____

MANUFACTURED HOME (attach mnfg installation guide and floor plan)

Year:_____Dimensions:_____Foundation Type:_____Skirting:_____

[ ]Park [ ] Private Lot ***NYS INSTALLER CERTIFICATE to be attached***

SWIMMING POOL

[ ] Above ground [ ] In-ground [ ] Hot Tub/Spa

All pools capable of holding 24" inches of water or greater are required to have the following items

[ ] Fencing w/locking gate 48" high [ ] Pool alarm [ ] Electrical Installation w/cover

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CHIMNEY/FIREPLACE (attach mnfg installation guide and floor plan)

[ ] Erection of Chimney UL#_____[ ] Installation of a Fireplace or Insert UL#_____

[ ] Installation of Wood Burner_____

Make of Stove/Fireplace/lnsert;_____

ENERGY Information: (RES Check must be attached for all new residential dwellings, additions)

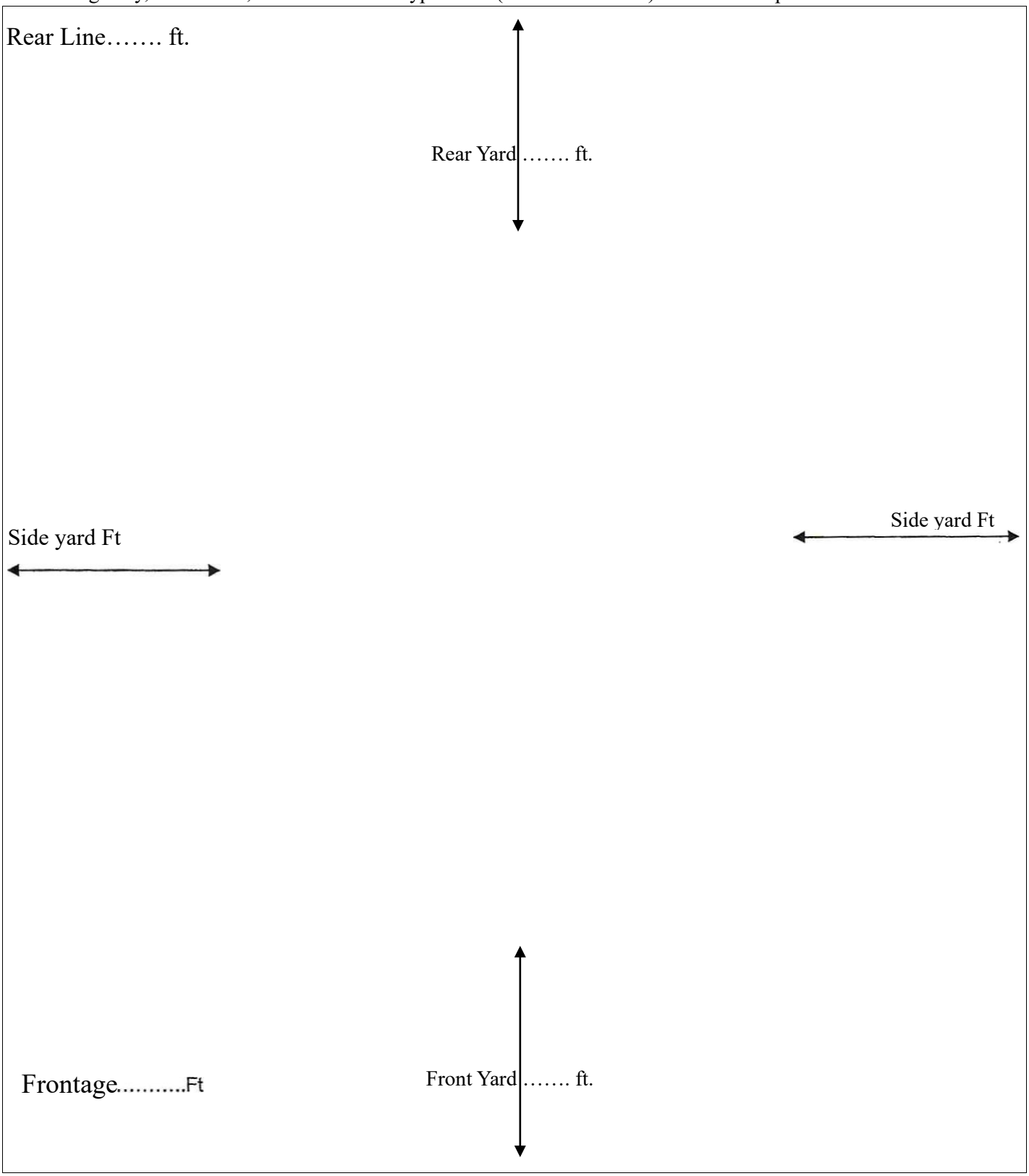
Heating source:_____-primary_____-secondary

Sewage Disposal: [ ] Public [ ] New Hookup [ ] Private type:_____

The tile field for the disposal of the effluent from a septic tank shall not be covered until an inspection has been made by an authorized person and approved as meeting the requirements of the State Department of Health. **A copy of the County Health permit for septic or sewer permit must accompany this permit application for all new homes.**

PLOT DIAGRAM/SURVEY MAP

The plot diagram is required, showing location of all existing or proposed buildings, together with dimensions from property lines, the surface elevation of front yard at the front wall of the principal building as related to the surface of the street or highway, lot number, street names and type of lot (interior or corner) and lot description



OTHER:

A. The applicant shall notify the Code Officer of any changes in the information contained in the application during the period for which the permit is in effect. A permit will be issued when the application has been determined to be complete and when the proposed work is determined to conform to the requirements of the Uniform Building Code.

B. A permit may be suspended or revoked if it is determined that the work to which it pertains is not proceeding in conformance with the uniform code or with any condition attached to such a permit, or if there has been a misrepresentation or falsification of a material fact connected with the application for the permit.

NOTE: A certificate of occupancy (CO) cannot be issued for any residence without an approved septic system

C. A building permit shall expire one year (1) from the date of issuance or upon the issuance of a certificate of occupancy/compliance, whichever comes first. The permit may, **upon written request**, be renewed for an additional (6) month period provide the permit has not been revoked or suspended at the time the renewal request is made.

CERTIFICATION:

I HEREBY CERTIFY THAT I AM _____ and that I am duly authorized to make and file this application; that all statements contained in this application are true to the best of my knowledge and belief, and that the work will be performed in the manner set forth in this application and in the plans filed herewith.

Signature of Applicant: _____ Date: _____

This permit is issued subject to the provisions of Section 57 of the Workman's Compensation Law. In issuance of the permit the Village assumes no responsibility regarding the performance or quality of work, except as provided by law.

Make Checks Payable to: Village of Cassadaga

Mail or Deliver to: Department of Building Code
Village of Cassadaga
22 Mill Street
Cassadaga, NY 14718

This application is hereby (APPROVED / DISAPPROVED), and permission is (GRANTED / REFUSED) for the construction, alteration, and demolition of a structure as set forth above.

_____ _____

Code Enforcement Officer Date