



Warren M. Kelly - CEO

(716) 673-5459

Agent/Applicant:

Owner:

Contractor:

Subcontractor:

Project Location:

SBL & Zoning:

Detailed Scope of Work:

Estimated Cost of Work \$

Utilities:Check which ones are applicable:

Sewage Disposal	New Septic	Municipal Sewer	Existing Septic
Water Supply	New Well	Municipal Water	Existing Well
Heating System	Electric	Gas	Wood/Oil

For all new construction and for all additions or alterations that will have an effect on public safety, plans submitted must bear the original seal and signature of a NYS licensed Professional Engineer or Architect as provided for in Sections 7307 and 7209 of the New York State Education Law.

ARCHITECT/ENGINEER:

Name:	RA PE
License No:	Phone No.
Email Address:	
Address:	

Note: The NYS Licensed Architect or Engineer is responsible for putting this on his drawings near his Professional Stamp and his Signature.

“To the best of the knowledge, belief and professional judgement of the undersigned registered Architect or Engineer, the plans and the specifications depicted on these drawings are in compliance with the applicable provisions of the NYS Uniform Fire Prevention & Building Codes, ICC and the NYS Energy Conservation Construction Codes as currently in effect.”

APPLICANT CERTIFICATION:

I hereby certify that I have read the instructions and examined this application and know the same to be true and correct. All provisions of laws and ordinances covering this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other State or local law regulating construction or land use or the performance of construction.

Signature of Applicant/Authorized Agent:**Date:**

SITE PLAN/SKETCH

1. This page shall be used for the drawing of a plot plan for construction and additions and in such other cases as the Building and Zoning Officer deems necessary.
2. The sketch shall show the location and size of the lot, locations and sizes of buildings and structures upon the premises (both existing and proposed) and their relationship to adjoining premises and public streets.
3. All buildings and structures should be located and labeled clearly and distinctly, showing widths and depths of all yards. The names of all streets should be shown. Also, please indicate directions on arrows to right of sketch.

Rear of lot _____ feet

Left side of lot _____ feet

Right side of lot _____ feet

Frontage of lot _____ feet

↕

Road name _____

- | | |
|---|-----------------------|
| ☐ Distance from the building to the street line | _____ feet |
| ☐ Distance from the building to nearest building at rear | _____ feet |
| ☐ Distance to nearest building on each side | _____ feet _____ feet |
| ☐ Distance from building to rear lot line | _____ feet |
| ☐ Distance from building to each side lot line | _____ feet _____ feet |

SIGNATURES

The above information, to the best of my knowledge, represents the most accurate information available.

Owner of Property

Owner's Authorized Agent (Contractor, etc.)

Town Of Pomfret Permit Fees		Charge
New Single Family Dwelling		\$0.12 per SF
Manufactured Home (HUD)		\$0.12 per SF
Modular Home (DOS)		\$0.12 per SF
Additions & Alterations		Min. \$35.00 \$0.12 per SF
Decks & Porches	Open	\$40.00
Garages, Pole Barns Accessory Buildings		\$50.00
Fences & Walls		\$25.00
Roofs		\$45.00
Signs up to 32 SF		\$75.00
Signs Larger than 32 SF		\$150.00
Tennis Courts		\$50.00
Swimming Pools	Above Ground	\$50.00
	Inground	\$100.00
	Inflateable	\$50.00
Multiple Dwelling		\$0.15 per SF
Commercial Buildings	New	\$0.20 per SF
	Additions	\$0.20 per SF
Solid Fuel Burning Appliance		\$50.00
Demolition Permit	SFD	\$100.00
	Accessory Bldg.	\$75.00
	Commercial	\$250.00
Miscellaneous Permit		\$50.00
ZBA/Planning Public Hearings		\$150.00
Sub Divisions	Minor	\$150.00
	Major	\$300 per Lot
SEQR	Short Form	\$150.00
	Long Form	\$200.00
Cell Tower Facility-New		\$4,000.00
Cell Tower Modifications		\$2,000.00
Wind Turbine	Residential	\$200.00
	Commercial	\$2,000.00
	Over 1 Unit	\$4,000.00
Solar Panels	Residential	\$200.00
Solar Panels	Commercial	\$2,000.00
Meteorological Tower		\$200.00
Mobile Home Parks Permits		\$125.00
Temp. Certificate of Occupancy		\$50.00
Temp. Certificate of Compliance		\$50.00
Annual Fire Inspection		\$50.00
Seasonal RV Campers		\$50.00

UNIFORM COLOR CODE for marking underground utilities

	White	Proposed Excavation
	Pink	Temporary Survey
	Red	Electric
	Yellow	Gas, Oil, Steam, Petroleum
	Orange	Communications, TV
	Blue	Potable Water
	Purple	Reclaimed Water, Irrigation
	Green	Sewers and Drain Lines



www.DigSafelyNewYork.com
Call 811 or 1.800.962.7962

Building Permits are required for the following:

New Single Family, Two Family & Multiple Dwellings
New Residential Garages
Residential, Commercial, Agricultural and Misc. Storage Buildings
(Includes Pole Buildings)
Additions, Renovations & Alterations to Residential, Commercial,
Agricultural and Misc. Buildings
Decks
Occupancy Conversions of any type
Residential, Business & Commercial Signage
Swimming Pools; Above Ground, In-Ground and Inflatable types.
Fences
Commercial Buildings
Solid Fuel Burning Appliances; Wood, Coal, Pellet, Corn, etc.
Emergency Generators
Demolitions
Solar Systems both: Residential & Commercial
Wind Towers
Tele-Communication Towers: New Construction and Alterations to Existing
Sub-Divisions

3rd Party Electrical Inspection Companies approved by the Town of Pomfret:

Gleason Enterprises Electrical Inspections

6524 Eiden Road, Mayville, NY 14757
(716) 338-7108

DEAN Electrical Inspections of Western NY LLC

10237 Lakeside Boulevard, Dunkirk, NY 14048
(716) 224-0700

LCR Electrical Inspections

11931 Angel Road, Silver Creek, NY 14136
(716) 934-3759

"Permits are required to ensure your safety & protect your investments."

ARCHITECTS & ENGINEERS-TOWN OF POMFRET (Suggested)

KERI BELOVARAC Bemus Bay Architecture 4957 Main Street-PO Box 418 Bemus Point, New York 14712 kbel@stny.rr.com (716) 567-4070	EDMUND M. SCHOBER - LaBella 500 East Sixth Street Jamestown, NY 14701 eschober@labellapc.com (716)-483-3153 X 216
J & L ENGINEERING 3 Andrew Court Fredonia, New York 14063 jludwig@netsync.net (716) 679-1080	CV3 ARCHITECTURAL PC 7389 East Quaker Street Orchard Park, New York 14127 cvara3@cv3arch.com (716) 440-7740
JDS Associates/James Spratz RA 9 Ryan Street Lancaster, New York 14086 jds_associatespc@yahoo.com (716) 392-5747	JOHN HAAS 2243 Wilcox Road North Collins, New York 14111 haasarchitect@gmail.com (716) 523-4001
RONALD KESSLER RA 122 Lakeview Avenue Fredonia, New York 14063 rkessler@labellapc.com (716) 483-3153	GARY SCHAUMAN –Technician 185 Maple Street Cassadaga, New York 14718 Shoemann 7 7 7@yahoo.com (716) 785-7824
HARRINGTON ARCHITECTURE 205 Van Buren Jamestown, New York 14701 dwh@harrington-architecture.com (716) 640-0737	ROCK HILL ENGINEERING 6948 Kings Corners Panama, New York 14767 rockhill6948@gmail.com (716) 782-2206
INSCALE PC ARCHITECTS 1723 Liberty Street Warren, Pennsylvania 16365 (814) 723-9197	CHRIS COOKE ARCHITECTURE 25 South Main St. – PO Box 437 Cassadaga, New York 14718 chris@chriscookearchitecture.com (716) 228-0520

Warren M. Kelly – Code Enforcement Officer

TOWN OF POMFRET

Cell (716) 673-5459

pomfretcodes@townofpomfretny.gov

(Revised 7/8/2025)

General Contractors - Town of Pomfret 2025-6

Warren M. Kelly - Code Enforcement officer

9 Day Street, Fredonia, NY 14063

(716) 673-5459

pomfretcodes@townofpomfretny.gov

Michael Merritt Const.

10431 Prospect Road

Forestville, NY 14062

(716) 490-0229

Hammond Construction

5558 Bayview Road

Dewittville, NY 14728

(716) 664-1676

Copar Construction Co.

9370 Fredonia Stockton ad

Fredonia, NY 14063

(716) 672-673-5686

Davis Construction Co.

3351 Straight Road

Fredonia, NY 14063

(716) 673-1442

Hawk Construction Co.

3495 Stone Quarry Road

Fredonia, NY

(716) 672-7963

Franklin Pagano Const.

1079 Routes 5 & 20

Silver Creek, NY 14136

(716) 934-0190

Daniel Smith Const.

2293 East Middle Rd.

Silver Creek, NY 14136

(716) 672-9288

Steve Joint Construction

10203 Miller Road

Fredonia, NY 14063

(607) 769-0221

M. Cunningham Const., LLC

601 Weaver Road

Cherry Creek, NY 14723

(716) 665-8556

Fote Construction, LLC

8449 Glasgow Road

Fredonia, NY 14063

(716) 679-6187

RM- Property Development

106 Berry Road

Fredonia, NY 14063

(716) 673-6932

Steven Mawhir Construction

3 Blood Street

Brocton, New York 14716

(716) 680-2840

North County Carpentry

160 Chautauqua Street

Fredonia, New York 14063

(716) 969-7656

White Terrace Carpentry Corp. 3 Pete's Masonary

160 Water Street

Fredonia, New York 14063

(716) 680-2199

10105 Creek Road

Forestville, New York 14062

(716) 680-2635

S. Tabone Construction Co.

3712 Straight Road

Fredonia, New York 14063

(716) 672-6633

A. Carapella Masonry

NYS. Route 60

Fredonia, New York 14063

(716) 807-1053

TOWN OF POMFRET

9 Day Street

Fredonia, New York 14063

ELECTRICAL CONTRACTORS:

BECC Electric	716-363-7602
Tilburg Electric	716-679-4900
Vidal Electric	716-761-6792
Pachol Electric	716-679-3577
Michael Pagano	716-570-6335
Muck Electric, LLC	716-254-8369
Moonlight Electric	716-664-4477

HEATING & PLUMBING:

Casale Plumbing & Heating	716-366-1700
Diefenbach Plumbing	716-934-3033
Fredonia Heating & Plumbing	716-679-1652
Gugino Plumbing & Heating	716-679-0080
King's Plumbing & Heating	716-665-3102
Chautauqua Mechanical	716-708-4756
Jamestown Heating & AC	716-488-8275

Building Permit Applicants

The following information is needed when you apply for a building permit for New Houses, Garages, Storage Structures & Commercial Structures, etc.. It is very important all the information that is requested is submitted with your completed building permit application to speed the process of issuing the along.

1. A drawing of the proposed building must be submitted with the application. This drawing must show all of the details of the building that you want to build. You must show the footers, the reinforcement in the footers, the width and thickness of the footers, the walls of the foundation, size and thickness and how you plan on insulating the foundation walls. Footer drains both inside and out must be shown on the plans. The plans must be stamped by a licensed Architect or Engineer in New York State.
2. The size of the floor joist size and spacing must be shown and what direction they are going to run. Also any support beams that may be needed must be shown and what size they may be and any additional support that is needed to support the beams. Any foundations that may be placed under support beams must also be shown.
3. Outside walls must be shown. The walls must show the placement of windows and doors and also the height of the windows off the floor and the size of the windows. All interior walls must be shown on the plan and any weight bearing walls must be noted. All interior doors must be shown with the size of each door noted. The R- value (**R-21 minimum**) of the insulation in the walls must be shown on the plan. All stairs must have a sectional drawing that shows the rise and run of the treads and the risers. Handrails must also be shown on the drawing.
4. Whether you are using roof rafters or trusses they must be shown on the drawing. The spacing and what type of sheeting on the roof must also be shown. If using Pre-Engineered Trusses you must have a copy of the design/certification sheet the trusses were made from signed by the engineer that engineered the trusses. (This must be submitted with the application).