

BUILDING PERMIT APPLICATION

TOWN OF ATHENS

2 First Street

Athens, New York 12015

945-2430

Date: _____

Permit Number _____

APPLICATION IS HEREBY MADE to the Building Department for the issuance of a Building Permit pursuant to the New York State Fire Prevention and Building Code for the construction of buildings, additions or alterations, as herein described. The applicant or owner agrees to comply with all applicable laws, ordinances and also will allow all inspectors to enter the premises for the required inspections:

NOTE - PLEASE READ INSTRUCTIONS ON REVERSE SIDE

Applicant's name _____	New Building Yards, Zoning, Set Backs:
Address _____	Fill in plot diagram on back.
Phone _____	Lot Size _____ Area _____
Owner's Name _____	Front Yard Depth _____ FT
Address _____	Right Side Yard Width _____ FT
Phone _____	Left Side Yard Width _____ FT
	Rear Yard Depth _____ FT
	Building Height _____ FT Stories _____
	Floor Area _____ SQ FT

Property location of proposed construction:

_____ FINISHED ELEVATIONS IN RELATION TO ROAD CROWN

Existing Use _____ A _____ B _____

Intended Use - Explain _____ C _____ D _____

Existing Building Size _____ E _____ F _____

New Building Size _____ G _____ H _____

Ground Floor _____

Foundation Drains? _____

Discharge location? _____

Name of Compensation Carrier, policy # _____

Zoning District _____ Estimated of Construction \$ _____

Tax Map ID# _____ Permit Fee \$ _____

**THIS BUILDING PERMIT EXPIRES
12 MONTHS FROM ISSUE DATE
1 EXTENSION PERMITTED UPON WRITTEN REQUEST**

Signature of Owner, Applicant or Agent _____ Date _____ 20 _____ Code Enforcement Officer _____

Wet Lands ___ Yes ___ No _____ Flood Plains ___ Yes ___ No _____

- 1) This application must be completely filled in by typewriter or ink and submitted in duplicate.
- 2) Plot plan showing location of lot and building on premises, relationship to adjoining premises, public streets or areas, and giving a detailed description of property layout, must be drawn on the diagram which is part of this application.
- 3) This application must be accompanied by two complete sets of plans showing proposed construction and two complete sets of specifications. Plans and specifications shall describe the nature of the work to be performed, the material to be used, and installed details of structural, mechanical, electrical, plumbing and heating installments.
- 4) The work covered by this application may not be commenced before issuance of the Building Permit. INCLUDING EXCAVATION AND CLEARING OF LAND!!
- 5) Upon approval of this application, the Building Department will issue a permit to the application together with an approved, duplicate set of plans and specifications. Such Permit and Approved Plans and Specifications shall be kept on the premises, available for inspection throughout work progress.
- 6) No building shall be occupied or used in part or in whole for any purpose whatever until a Certificate of Occupancy shall have been issued.
- 7) Costs for the work described in the Application for Building Permit include the respective costs of all of the construction, and any other work done in connection therewith, exclusive of the cost of the land. If the final cost shall exceed estimated costs, an additional fee may be required before the issuance of a Certification of Occupancy.
- 8) Any deviation from the approved plans must be authorized by subsequent approval of the revised plans, subject to the same procedures and requirements established for the original examination and approval of Plans and Specifications. An additional permit fee may be due predicted upon the extent of variation from the original plans and costs.
- 9) A Greene County approved licensed electrician must accomplish all electrical installments according to the standing codes.

All inspections must be requested of the Code Enforcement Officer at least 24 hours in advance.

NOTE: MINIMUM inspections required by the following schedule

1. Sewer installation, including perk test when required.
2. Footings, foundation and forms BEFORE concrete pour.
3. Plumbing, Heating, Framing, and Electrical Inspections BEFORE closing of any sight access or framework
4. Final Inspection of structure after total completion.

NO OCCUPANCY IS PERMITTED WITHOUT THE CERTIFICATE OF OCCUPANCY

PLOT DIAGRAM

Locate clearly and distinctly all buildings whether existing or proposed, and indicate all set back dimensions from property lines. Give lot and block numbers or the description according to deed, showing all easements and street names, indicating whether interior or corner lot, or supply an approved plans showing all the above requirements.

I HAVE READ THE ABOVE RULES: _____

WITNESS _____

