

Village of Celoron, NY

21 Boulevard Ave.
P.O. Box 577
Celoron New York 14720-0577
E-mail: clerk@celoronny.org

Code Enforcement Office
Phone: (716) 487-4175
Fax: (716) 664-6693
E-mail: codes@celoronny.org

APPLICATION FOR A BUILDING PERMIT GENERAL INFORMATION

Permit is for: (check one)

Single Family Home _____	New Building _____	Addition _____	Roof _____
Repair/Retrofit _____	Alteration _____	Demolition _____	Spa _____
Shed _____	Deck/Porch _____	Swimming pool _____	
Sign _____	Conversion _____	Fence _____	Other _____

Name of Owner: _____

Address: _____

Phone _____ Cell _____ E-mail _____

Name of General Contractor: _____

Address _____

Phone _____ Cell _____ E-mail _____

Name of Architect/Engineer _____

Address: _____

Phone _____ Cell _____ E-mail _____

Building location: _____

SBL _____ Zoning _____

Use of Building: _____

Building area in Sq. Ft. _____

Building height _____ Number of stories _____

Setbacks: Front _____ Left Side _____ Right Side _____ Rear _____

Estimated cost of construction \$ _____

Date construction is to begin _____

Applicant Signature

Date

OFFICIAL USE ONLY: Permit # _____

Type of Construction: _____ Occupancy _____

Existing Use: _____ Proposed Use: _____

FEES: Permit \$ _____ Certificate of Occupancy or Compliance: \$25.00

TOTAL DUE: _____ **PAID:** Cash _____ Check No. _____

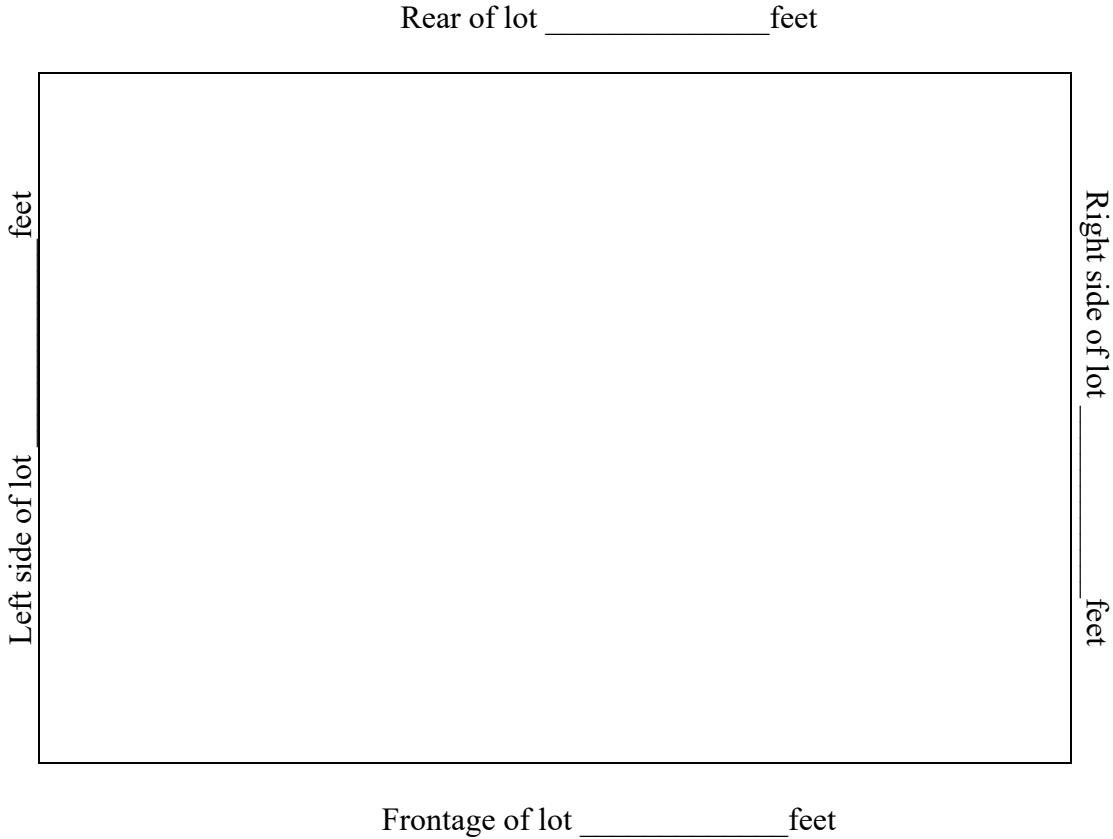
Approved _____ Rejected _____ ZBA Approval _____ Planning Board Approval _____

Building Inspector's Signature

Date

SITE PLAN

Draw a diagram of all existing buildings and new construction. Label all structures and include their dimensions. Indicate location of septic and well if applicable as well as buried water, sewer, gas, etc. lines. Include set backs from all applicable property lines as well as distance from well, septic, and distance between buildings. Note any electric lines above or below ground.



Road Name _____

- If corner lot, indicate other road name and location on map.

- 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

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

Signature of Property Owner or Authorized Agent of Owner Date

ONE OR TWO FAMILY HOME OR COMMERCIAL BUILDING PERMIT APPLICATION PROCEDURES

1. Complete General Information sheet of Building Permit Application.
2. Complete site plan noting all set-backs. These must comply with local zoning regulations. If zoning district is not known, contact building/zoning officer.
3. If you are doing the work yourself and with less than 40 hours/wk (cumulative) outside help, complete form BP-1 and have the Village Clerk notarize it.
4. If the contractor doing the work is not required to have Workers' Compensation Insurance, form CE-200 must be obtained from the New York State Workers' Compensation Board Office. This paperwork is good for one project only. This is best done online and can be done by contractor in Code Enforcement Office if necessary.
5. If contractor doing the work hires any part time or full time help or leases employees, a Certificate of NY State Workers' Compensation Insurance must be submitted. Accord forms are not accepted. A C-105.2 or U-26.3 is required. Proof of liability and disability insurance must also be provided.
6. A copy of your survey is required for new construction. You must know where your survey pins are and be able to verify where your property lines are.
7. Two sets of plans for proposed construction and landscaping (commercial) must be submitted. Plans are to be drawn by a design professional. Stamped plans are required for all commercial building and for residential construction over 1500 sq. ft. Single and double wide manufactured homes will have HUD paperwork. Modular and other purchased plans must be New York State plans. Additions require plans drawn to scale. They may not have to be done by a design professional. Contact the Code Enforcement Office for span tables, etc.
8. HUD housing requires a NYS Certified Installer.
9. If new construction, arrangements need to be made for apron for driveway, electric service, water and sewer hookup. Please contact the appropriate agencies.

Please submit all paperwork four weeks prior to start of construction. If a variance is required, it may take longer to obtain a permit.

Contact the Code Enforcement office at 487-4175 with any questions you may have.