

APPLICATION FOR BUILDING PERMIT FOR RESIDENTIAL USES

- A) This application must be printed and submitted to the Victor Building Department. Incomplete applications will not be accepted.
- B) This application must be accompanied with, unless otherwise specified by the Code Enforcement Officer:
 - i) Three (3) complete sets of plans showing proposed construction or work specific to the address. These documents must fully describe the nature of the work to be performed; materials and equipment to be used; structural, mechanical, electrical, plumbing installations; window and door schedules; elevation and floor plans; wall and stairway sections; and bear the seal and signature of a New York State Licensed Architect or Professional Engineer affixed to the plans.
 - ii) A plot plan showing the location of the property; building or work areas; and showing a detailed description of the property, including proposed grading, erosion control measures, setbacks, driveway with turnaround, final floor elevations, etc.
 - iii) An Energy Conservation Statement.
- C) Applicant shall provide a certificate of insurance for Workmen's Compensation / Employer's Liability and Disability Insurance presently held by the General Contractor.
- D) The application fee shall be based on the Schedule of Fees available from the Building Department and shall be submitted upon approval of application.

Address of Job Site _____ Work Start Date _____

Lot & Subdivision _____ Estimated End Date _____

Estimated Value of Work _____

Nature of Work: New Construction Renovation Addition

Of a: One family home Two family home Multiple dwelling/ town homes

Zoned for: R-1 R-2 R-3 Other _____

Applicant's Name _____ Phone Number _____

Applicant's Address _____ Fax number _____

Applicant's email _____ Cell Phone No. _____

Owner's Name _____ Phone Number _____

Owner's Address _____ Cell Phone No. _____

Contractor/ Builder's Name _____ Phone Number _____

Contractor/Builder's Address _____ Cell Phone No. _____

Acceptance does not relieve the agent, applicant, architect, builder, engineer, or owner from complying with any of the provisions of the NYS Building Code, Energy Code, SEQRA Act, Local Zoning, etc., whether stated, implied, or omitted in the plans and specifications submitted for the building permit. Incorrect information may result in revocation of permit.

Signature of Applicant: _____ Date _____

The applicant shall, as part of this application, agree to:

- Notify the building department of any changes in the information contained in the application or approved plans and specifications.
- Perform all work in accordance to the submitted and accepted construction documents.
- Notify the building department at least 24 hours in advance for all required inspections and receive approval before any building element, equipment, or system is covered or enclosed.
- Authorize inspections by Code Enforcement Officer or his representative during all phases of construction.
- Prominently display on the premises the building permit issued and authorize the Building Inspector access for the purpose of inspections during construction.
- Not use in whole or in part for any purpose whatsoever until the structure meets all applicable codes, stipulations, all inspections have been made, approvals granted and a certificate of occupancy or compliance is issued.
- Abide by Planning Board and Zoning Board of Appeals approvals and conditions.
- Have all electrical work inspected by an authorized agent of the Town of Victor and procure a certificate of approval.
- Commence work within six months of the issuance of this permit or the permit will be revoked.
- Make application for and pay all appropriate fees to the Town of Victor before a Certificate of Occupancy is issued.
- Protect and repair any of the town facilities pursuant to Section 162-55 (Sewer) and Section 202-9 (Water).
- Abide by the Town Design and Construction Standards.
- Work may NOT commence prior to the issuance of the building permit. At the time of the issuance of such permit, a copy of the approved plans will be returned to the applicant to be kept at the work site, available for inspection throughout the progress of the work.

Applicant's initials and date, signifying agreement to above: _____

PROJECT DATA AND CONTACT INFORMATION

Square Footage: First Floor _____ Second Floor _____
Garage _____ Porches/decks _____ Finished Basement _____

Heating systems/type: furnace boiler heat pump other _____
 forced air radiant circulating other _____

Fireplace/Type: Gas Fireplace Solid Fuel Appliance other _____

Number of rooms: Bedrooms _____ Bathrooms _____ Total _____

Setbacks: Front _____ Right side _____ Left side _____ Rear _____

Is this project in a flood plain? _____ If so, please contact building department for additional forms.

Is this designed for a walk-out basement? _____

Contact person on site: _____ phone _____

THANK YOU FOR COMPLETELY FILLING OUT THIS APPLICATION!