

VILLAGE OF MINOA
240 North Main Street
Minoa, NY 13116
Phone (315) 656-2612 Fax (315) 656-0825

BUILDING PERMIT APPLICATION

Application is hereby made to the Village of Minoa for the issuance of a Building Permit pursuant to all applicable codes, ordinances, and laws regulating the erection, construction, enlargement, addition, alteration, repair, replacement, improvement, removal, demolition, conversion, and change in the occupancy of any building or structure within the boundaries of the Village of Minoa at the following location:

PERMIT NUMBERS: Village of Minoa _____ Electrical _____ Plumbing _____

1. PROJECT ADDRESS: _____ TAX MAP NO.: _____ ZONING: _____

2. PROPERTY OWNER NAME: _____

ADDRESS: _____ PHONE: _____

3. ARCHITECT/ENGINEER: _____ RA# _____ PE# _____ CONTACT PERSON: _____

ADDRESS: _____ PHONE: _____

4. CONTRACTOR: _____ CONTACT PERSON: _____

ADDRESS: _____ PHONE: _____

(Contractor's shall include with this Building Permit Application an Insurance Certificate for Workers Compensation, Disability and General Liability Insurance that names the Village of Minoa, Certificate Holder)

5. IS PROPERTY OWNER DOING ALL WORK? _____ YES _____ NO

(If yes, Property Owner shall include with this Building Permit Application a notarized Affidavit of Exemption Form and submit proof of Homeowner's Insurance.)

6. PROPERTY CURRENT USE: () RESIDENTIAL () COMMERCIAL () INDUSTRIAL

7. NATURE OF WORK (check all applicable):

_____ Demolition	_____ Deck	_____ Wood Stove	_____ Trailer
_____ New Building/Structure	_____ Porch	_____ Chimney	_____ Sign
_____ Addition	_____ Shed	_____ Pool (In-Above Ground)	_____ Other
_____ Repairs, Renovations, Alterations	_____ Garage/Pole Barn	_____ Manufactured Home (HUD or State Approved)	

8. DESCRIPTION IN DETAIL OF PROPOSED PROJECT AND ITS USE (as required in Building Permit Application Guide)

Length (ft) _____ Width (ft) _____ Height (ft) _____ No. Stories _____

9. ESTIMATED VALUE OF WORK, MATERIALS AND LABOR \$ _____

10. CONSTRUCTION TYPE: () Wood () Steel () Masonry () Other

11. SET BACK FROM LOT LINES: Front ____ (ft) Rear ____ (ft) Side 1 ____ (ft) Side 2 ____ (ft)

12. LOT FRONTAGE: _____ LOT DEPTH: _____ TOTAL LOT SQUARE FEET OR ACRES: _____

The below signed Property Owner and Contractor agrees to allow the Building Inspector to inspect the sufficiency of the work being done pursuant to this Building Permit Application; comply with all applicable laws, ordinances, and regulations; confirms that all statements contained in this application are true to the best of his/her knowledge and belief and agrees that the work will be performed in the manner set forth in the Application and in the plans and specifications filed herewith.

Print Name of Property Owner _____

Signature of Property Owner _____

Sworn before me this ____ Day of _____, 20____ Notary Public _____

Print Name of Contractor _____

Signature of Contractor _____

Sworn before me this ____ Day of _____, 20____ Notary Public _____

OFFICIAL USE ONLY

Flood Plains _____ Wetlands _____ Contractors W/C Ins. _____

ZBA _____ Planning Board _____ Plans Review _____

Building Permit No. _____ Fee _____ Date Paid _____

Rec'd By _____ Receipt No. _____ Approved / Disapproved _____

Village Approval _____ Date _____

OFFICIAL USE ONLY:

Date Submitted: _____ Building Permit Fee: _____ Building Permit Paid: (yes)_____ (no)_____

Village Taxes Paid: (yes)_____(no)_____

Date Footing Inspection: _____ By: _____

Date Foundation Inspection: _____ By: _____

Date Framing Inspection: _____ By: _____

Date Insulation Inspection: _____ By: _____

Date Plumbing Inspection: _____ By: _____

Date Electrical Inspection: _____ By: _____

Date Septic System Approved: _____

Date Denied: _____

Reason Denied: _____

Date Appealed: _____

Decision of Appeal: _____

Date Approved: _____ By: _____

Date Final Inspection: _____ By: _____

Date Certificate of Occupancy Issued: _____ By: _____

Date Certificate of Compliance Issued: _____ By: _____
