

TOWN OF HARPERSFIELD
25399 STATE HWY 23
HARPERSFIELD, NY 13786
607-652-5060, PHONE & FAX

FOR OFFICE USE ONLY
DATE: _____
PERMIT #: _____
FEE PAID: _____

THOMAS LITTLE, CODE ENFORCEMENT OFFICER
607-643-2446 - CELL # - MON-FRI 1-5 PM.

APPLICATION FOR LAND USE PERMIT

APPLICANT: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

OWNER: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

LOCATION & TAX MAP NO. FOR WHICH PERMIT IS FILED: _____

LIST ALL CONTRACTORS WHO WILL PERFORM WORK AT THE PROJECT
SITE. IF MORE THAN (2) CONTRACTORS, USE BACK OF PAGE.

(1) CONTRACTOR: _____

TYPE OF WORK: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

(2) CONTRACTOR: _____

TYPE OF WORK: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

STATE THE INTENDED USE OF THIS BUILDING/STRUCTURE: _____

APPLICATION FOR:

- () CONSTRUCTION, ERECTION OR LOCATION OF ANY NEW BUILDING OR STRUCTURE.
- () ALTERATION OR ADDITION IN ANY WAY THAT WOULD ALTER THE EXTERIOR DIMENSIONS OF AN EXISTING BUILDING OR STRUCTURE.

() THE ESTABLISHMENT OF A NEW OR REPLACEMENT WATER SUPPLY,
SANITARY SEWAGE DISPOSAL OR UTILITY SYSTEM.

() IS THIS PLOT OF LAND LOCATED WITHIN A FLOOD ZONE?

() IS THIS PLOT OF LAND LOCATED WITHIN A SUBDIVISION?

TOTAL COST OF CONSTRUCTION: _____

NO WORK COVERED UNDER THIS BUILDING PERMIT APPLICATION CAN BE
STARTED BEFORE THE ISSUANCE OF THE BUILDING PERMIT.

THIS APPLICATION WILL NOT BE CONSIDERED UNLESS ACCOMPANIED BY
THE FOLLOWING:

A. ONE (1) COPY OF A WORKING DRAWING, DRAWN TO SCALE SHOWING
ALL STRUCTURAL DETAILS OF THE PROPOSED BUILDING; SUCH AS
FOOTING & FOUNDATION SIZE AND TYPE; STRUCTURAL FRAMING
MEMBERS, SIZE AND TYPE, ETC.

B. ONE (1) COPY OF A PLOT PLAN DRAWN TO SCALE SHOWING ACTUAL
DIMENSIONS OF THE LOT TO BE BUILT UPON; THE LOCATION AND
DIMENSION OF ANY ACCESS DRIVE AND ANY PROPOSED STRUCTURE;
THE PROPERTY BOUNDARIES AND THE NAME OF OWNER OF RECORD;
LOCATION AND TYPE OF WATER SUPPLY AND SEWAGE DISPOSAL
FACILITIES AS WELL AS DISTANCE FROM MAIN STRUCTURE, AND
SUCH OTHER INFORMATION AS MAY BE NECESSARY TO MAKE A
DETERMINATION UNDER THE NEW YORK STATE SANITARY CODE
REGULATIONS AND PROVIDE FOR THE ENFORCEMENT OF THIS LAW.
THE APPLICANT MUST CERTIFY ON THE PLOT PLAN THAT ANY
CONSTRUCTION AND STRUCTURES PURSUANT TO THE PERMIT WILL
BE WITH THE APPROVAL OF THE OWNER OF RECORD.

IN ADDITION - BUILDINGS OVER 1,500 SQUARE FEET IN FLOOR SPACE
OR OVER \$10,000.00 IN COST SHALL REQUIRE THE SEAL OF NEW YORK
STATE LICENSED ARCHITECT OR ENGINEER UPON THE PLANS
SUBMITTED.

NO PERMIT WILL BE ISSUED UNTIL ALL NECESSARY PERMIT APPROVALS
FROM ANY OTHER AGENCIES HAVE BEEN SUBMITTED.

STATE OF NEW YORK }
COUNTY OF DELAWARE } SS
TOWN OF HARPERSFIELD }

DEPONENT BEING DULY SWORN, SAYS THAT HE/SHE IS THE OWNER OR
AUTHORIZED AGENT FOR WHICH THE FOREGOING WORK IS PROPOSED TO
BE DONE, AND THAT HE/SHE IS DULY AUTHORIZED TO PERFORM SUCH
WORK, AND THAT ALL WORK WILL BE PERFORMED IN ACCORDANCE WITH
ALL EXISTING STATE LAWS AND LOCAL ORDINANCES.

SWORN TO THIS DAY _____, 20____

TOWN CLERK

APPLICANT SIGNATURE

MANDATORY INSPECTIONS

STATE BUILDING CONSTRUCTION CODE

INSPECTIONS WILL BE MADE AS THE WORK PROGRESSES. NOTICE SHALL BE MADE TO THIS OFFICE FOR INSPECTIONS AT THE FOLLOWING STAGES OF WORK:

1. WHEN EXCAVATION IS COMPLETE AND FOOTING FORMS ARE IN PLACE (BEFORE POURING).
2. AFTER FOOTINGS ARE POURED, FOUNDATION WALLS ARE POURED OR LAID, DRAIN TILE IS IN PLACE (BEFORE BACKFILL).
3. WHEN THE STRUCTURE IS ENCLOSED (OUTSIDE ONLY AND WINDOWS SET).
4. ALL SEPTIC SYSTEMS MUST MEET REQUIREMENTS SET BY THE NEW YORK STATE DEPARTMENT OF HEALTH HANDBOOK. SEPTIC SYSTEMS MUST BE INSPECTED BEFORE BEING BACKFILLED.
5. ELECTRICAL: AS REQUIRED BY NEW YORK BOARD OF FIRE UNDERWRITERS.
6. FINAL: WHEN BUILDING IS COMPLETED. THIS INSPECTION WILL BE MADE UPON APPLICATION FOR A CERTIFICATE OF OCCUPANCY, WHICH YOU MUST HAVE BEFORE YOU MOVE IN.

THE UNDERSIGNED ACKNOWLEDGES THAT THEY HAVE RECEIVED THE MANDATORY INSPECTIONS LIST FOR THE TOWN OF HARPERSFIELD.

SIGNATURE

PRINT NAME

DATE

SIGNATURE OF CODE ENFORCEMENT OFFICER

DATE

