

Village of Williamsville

716-632-4120
FAX: 716-632-6009
www.village.williamsville.ny.us



5565 Main Street
Williamsville, New York 14221

Building Department Permit Application

NOTE: AN INCOMPLETE APPLICATION MAY DELAY THE TIMELY ISSUANCE OF YOUR PERMIT; PLEASE ENTER N/A IF A SECTION IS NOT APPLICABLE

Part I: General Information

1. Project Location and Information

Number and Street Address: _____

Tax Map Number: _____

Current use of the property/building: _____

Proposed use of the property/building: _____

2. Owner Identification

Owners Name: _____

Address of owner: _____

City, State, Zip: _____

Phone Number: _____

3. Type of Construction or Improvement

New Building: Proposed use is _____

Conversion: Current use is _____

Addition Alteration Repair/Replacement Relocation

Demolition **Fence Swimming Pool: Above ground In ground

**Sign : Permanent Temporary

Misc. Structure or Equipment: _____

***NOTE: Reference supplemental information sheet.**

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Part II: Designers and Contractors

- 1. Architect/Engineer:** Name: _____
Address: _____
City, State, Zip: _____
Phone Number: _____

- 2. General Contractor:** Name: _____
Address: _____
City, State, Zip: _____
Phone Number: _____

- 3. Electrical Contractor:** Name: _____
Address: _____
City, State, Zip: _____
Phone Number: _____

- 4. Plumbing Contractor:** Name: _____
Address: _____
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Part II: Designers and Contractors (Continued)

5. Mechanical Contractor: Name: _____
Address: _____
City, State, Zip: _____
Phone Number: _____

6. Other Contractor: Name: _____
Address: _____
City, State, Zip: _____
Phone Number: _____

Part III: Project Location and Details

Please attach three (3) sets of drawings, sketches and/or plot plans

A sketch or drawing of the work to be performed must be made a part of this application. The sketch or drawing must include the following:

1. The three (3) sets of drawings or sketches will be distributed in the following manner:
 - One set will be located on the construction site which will be signed and/or stamped by the Building Department and made available for the Code Enforcement Official
 - Two sets will be for inspections for the Building Department
2. If Architectural and/or Engineered drawings are required. Drawings need to be prepared by a New York registered Architect or Licensed Professional Engineer. When the project floor area exceeds fifteen hundred (1,500) square feet and/or the project costs twenty thousand (\$20,000) dollars or more.

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Part III: Project Location and Details (Continued)

3. Indicate with sufficient clarity and detail the nature and extent of the work proposed
4. Location of the proposed structure or addition showing the number of stories and all exterior dimensions
5. The distance of the proposal from all lot lines and any structure including neighboring structures
6. The depth of the proposed foundation or footers
7. The maximum percentage of the lot to be covered by building(s)
8. **Addition** will be used as: Family Room Living Room Kitchen Den
 Bedroom Bath Full or Half
 Other: _____
9. **Basement:** Full Partial Crawl Pier Slab
10. **Garage:** Attached Detached **Utilities:** Electric Gas Other
11. **Deck/Porch:** Open Covered Enclosed Screened Other

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Important Notices: Read before signing

1. Work conducted pursuant to a building permit must be visually inspected by the Code Enforcement Official and must conform to the New York State Uniform Fire Prevention and Building Code, the Code of Ordinances of the Village of Williamsville, and all applicable codes, rules or regulations.
2. In the event that there are changes to the scope of work that has been approved on the building permit the Village of Williamsville Building Department will be notified immediately of the changes.
3. Demolition activities planned may carry with it the potential for exposure to asbestos for workers involved. Accordingly, you are advised to contact the New York State Department of Labor on this matter.
4. It is the owner's responsibility to contact the Village of Williamsville Building Department at 632-7747 (Monday through Friday from 8am to 12pm) at least ***48 hours*** before the owner and/or contractor wishes to have an inspection conducted. Inspections will be performed only on ***Tuesdays*** and ***Thursdays***. More than one inspection may be necessary. This is especially true for "internal work" which will eventually be covered from visual inspection by additional work (i.e. electrical work later to be covered by a wall).

PROVISIONS SHALL BE MADE FOR INSPECTION OF THE FOLLOWING ELEMENTS OF THE CONSTRUCTION PROCESS, WHERE APPLICABLE:

- | | |
|---|---|
| a. Work site prior to the issuance of a permit | f. Fire resistant construction |
| b. Footing and foundation | g. Fire resistant penetrations |
| c. Preparation for concrete slab | h. Solid fuel burning heating appliances, chimneys, flues or gas vents |
| d. Framing | i. Energy code compliance |
| e. Building systems, including underground and rough-in | j. A final inspection after all work authorized by the building permit has been completed |

DO NOT PROCEED TO THE NEXT STEP OF CONSTRUCTION IF SUCH "INTERNAL WORK" HAS NOT BEEN INSPECTED. Otherwise, work may need to be removed at the owner's or contractor's expense to conduct the interior inspection. Close coordination with the Village of Williamsville Building Department will greatly reduce this possibility.

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5. All permitted electrical work to be performed will be inspected by Fire Underwriters or Atlantic-Inland at the owner's expense.
6. OWNER HERBY AGREES TO ALLOW THE VILLAGE OF WILLIAMSVILLE BUILDING DEPARTMENT TO INSPECT THE SUFFICIENCY OF THE WORK BEING DONE PURSUANT TO THIS PERMIT, **PROVIDED HOWEVER, THAT SUCH INSPECTION(S) IS (ARE) LIMITED TO THE WORK BEING CONDUCTED PURSUANT TO THIS PERMIT AND ANY OTHER NON WORK RELATED VIOLATIONS WHICH ARE READILY DISCERNIBLE FROM SUCH INSPECTION(S).**
7. New York State law requires contractors to maintain Worker's compensation and Disability Insurance for their employees. No permit will be issued unless currently valid Worker's compensation and Disability Insurance certificates are attached to this application or are on file with the Bureau of Fire Prevention and Inspection Services. If the contractor believes he/she is exempt from the requirements to provide Worker's Compensation and/or Disability Benefits, the contractor must complete form C-105.21, attached hereto.
8. If a Certificate of Occupancy is required, the structure shall not be occupied until said certificate has been issued.
9. Work undertaken pursuant to this permit is conditioned upon and subject to any State and Federal regulations relating to asbestos material.
10. This permit does not include any privilege of encroachment in, over, under, or upon any city street or right-of-way.
11. The building permit card must be displayed so as to be visible from the street nearest to the site of the work being conducted.

Affidavit of Exemption to Show Specific Proof of Workers' Compensation Insurance Coverage for a 1, 2, 3 or 4 Family, Owner-occupied Residence

Under penalty of perjury, I certify that I am the owner of the 1, 2, 3 or 4 family, **owner-occupied** residence (including condominiums) listed on the building permit that I am applying for, and I am not required to show specific proof of workers' compensation insurance coverage for such residence because (please check the appropriate box):

- I am performing all the work for which the building permit was issued.
- I am not hiring, paying or compensating in any way, the individual(s) that is(are) performing all the work for which the building permit was issued or helping me perform such work.
- I have a homeowners insurance policy that is currently in effect and covers the property listed on the attached building permit AND am hiring or paying individuals a total of less than 40 hours per week (aggregate hours for all paid individuals on the jobsite) for which the building permit was issued.

I also agree to either:

- ◆ acquire appropriate workers' compensation coverage and provide appropriate proof of that coverage on forms approved by the Chair of the NYS Workers' Compensation Board to the government entity issuing the building permit if I need to hire or pay individuals a total of 40 hours or more per week (aggregate hours for all paid individuals on the jobsite) for work indicated on the building permit; OR
- ◆ have the general contractor, performing the work on the 1, 2, 3 or 4 family, **owner-occupied** residence (including condominiums) listed on the building permit that I am applying for, provide appropriate proof of workers' compensation coverage or proof of exemption from that coverage on forms approved by the Chair of the NYS Workers' Compensation Board to the government entity issuing the building permit if the project takes a total of 40 hours or more per week (aggregate hours for all paid individuals on the jobsite) for work indicated on the building permit.

(Signature of Homeowner)

(Date Signed)

(Homeowner's Name Printed)

Home Telephone Number _____

Property Address that requires the building permit:

<p><i>Sworn to before me this _____ day of</i></p> <p>_____, _____.</p> <p>_____ <i>(County Clerk or Notary Public)</i></p>

BP-1 (3/99)