

BUILDING/ZONING PERMIT APPLICATION

VILLAGE OF ODESSA
300 MAIN STREET, ODESSA, N.Y. 14865
607-594-2100

Permit No. _____

Tax Map I.D. _____

TYPE OF PERMIT REQUESTED

<input type="checkbox"/> Erect	<input type="checkbox"/> Demolish	<input type="checkbox"/> Addition	Permit Was: <input type="checkbox"/> Approved <input type="checkbox"/> Denied
<input type="checkbox"/> Alter	<input type="checkbox"/> Plumbing	<input type="checkbox"/> Chimney Installation	
<input type="checkbox"/> Repair	<input type="checkbox"/> Change A Use	<input type="checkbox"/> Erect a Sign	
<input type="checkbox"/> Swimming Pool	<input type="checkbox"/> Electrical	<input type="checkbox"/> Other	
<input type="checkbox"/> Solid Fuel Heating Device (Wood, Pellet, Coal & Etc)			

Describe Intended Work _____

PROPERTY OWNER

Name _____	CONTRACTORS:	Square Footage _____	Lot Size: _____ ft. x _____ ft.
Address _____	1 _____	Phone _____	
	2 _____	Phone _____	
Home Phone: _____	3 _____	Phone _____	

Project or Property Address _____

Proposed construction shall occur in the following Zone: R-1, R-2, R-3, R-T, C, BC, H, I, P-C. (Circle Appropriate Zone)

Flood Plain: Is site in a flood plain? Yes No Give Zone _____

Site or Plot Plan Submitted? Yes No

Is This Allowed in the District Proposal? Yes No

Do you have a Smoke Detector? Yes No. Is one required Yes No

OCCUPANCY

One Family
 Two Family
 Multiple Dwelling
 Private Storage
 Car Garage (1,2,3, etc.)
 Attached Detached
 Non-Residential Bldg.
 Other _____

COST OF IMPROVEMENTS AND REPAIRS

CONTRACTORS INSURANCE

General Construction _____	Required Fee: _____	<input type="checkbox"/> Workers Comp.
Electrical _____		<input type="checkbox"/> Waiver Form Completed
Other _____		<input type="checkbox"/> Disability Benefits
Total _____		

PLUMBING

WATER GAS

SEWAGE DISPOSAL

ELECTRICAL SERVICE SIZE

Water Closets _____	Showers _____	City _____	Natural _____	City _____	AMPS _____
Bathtubs _____	Sinks _____	Well _____	Propane _____	Septic Tank Size _____	Meters _____
Lavatories _____	Garbage Disposal _____	Other _____	Other _____	System Type _____	
Water Heaters _____					

CERTIFICATION

I hereby certify that I have read the instructions and examined this application and know the same to be true and correct. All provisions of laws and ordinances covering this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Any building official, upon the showing of proper credentials and in the discharge of his duties may enter upon any building structure or premises at any reasonable hour and no person shall interfere with or prevent such entry.

IT IS FURTHER AGREED THAT THE PREMISES WILL NOT BE OCCUPIED UNTIL THE REQUIRED CERTIFICATE OF OCCUPANCY HAS BEEN ISSUED.

Owner/Authorized Agent _____ Date _____

Remarks _____

Code Enforcement Officer _____ Date _____ Date Permit Application Received _____

Date Permit Approved/Disapproved _____

BUILDING PERMIT INSTRUCTIONS

Applying for a Permit

What to bring:

1. A detailed site plan with the following:
 - survey map or scaled drawing of the property location of project on the site
 - show distances from project to boundary lines
 - show dimensions of project
 - two (2) sets of drawings are required at the time a building permit is issued, one (1) set will be returned upon issuance of the building permit.
 - if the building is over 1,500 square feet, approved plans by a Professional Engineer or Architect are required. The licensed professional must also submit a signed statement of Energy Compliance.
2. Structural drawings
 - Cross-section or elevation sketch with dimensions
 - sizes of structural lumber
 - show spans of structural lumber
3. Completed Building Permit Application
4. Payment:
 - Payment is required prior to the issuance of a Building Permit. Payment may be made in cash or by check.

Timeline

Depending on the size of your project, a permit may be available the same day if the proper documentation is available. Larger projects may take longer to review and process.