

Permit # _____

Zoning Permit Fee \$ _____

Building Permit Fee \$ _____

Fee Total \$ _____

Town of Alabama
Genesee County, New York

Application For Zoning/Building Permit

Fill out the application with a black or blue ballpoint pen. **Return the completed application to the Town Clerk.** Once the application has been processed the CEO/ZEO will contact the applicant to inform them it is ready to be picked up and the cost of the permit. Permits must be picked up within two weeks from the date the CEO/ZEO notifies the applicant. If applicant fails to pick up the permit within the time stated the application will be returned to the Zoning/Building Officer and Voided. A new application will need to be submitted for the project. **Permits Expire one year from the date it is issued.**

Property Owners Name (Print)

Property Owners Signature

_____/_____/_____
Date Submitted

Property Owners Mailing Address

Owners Home Phone: _____ **Owners Cell Phone:** _____

Address of property where work will be done **if different** than mailing address _____

Contractors Name _____ **Contractors Phone Number** _____

*Contractors MUST provide proof of Workers Compensation Insurance before starting work.

Nature of work: New structure _____ Addition to _____ Remodel _____
What is it? - is it Pre Fab or Stick built (What) (Number of rooms)
 Other (explain) _____

If a NEW dwelling: No. of Stories _____ No. of Families _____ Garage - Attached _____ Unattached _____ No.Cars _____

1. Solid Fuel Burring Units (what type) _____ Must provide MF installation manual

2. Remodeling – _____ Total Sq. Ft. _____

3. Dimensions of addition _____ Ft. BY _____ Ft. Total Sq. Ft. _____

4. Dimensions of New structure _____ Ft By _____ Ft Total Sq Ft _____

5. Pools, Spas & Hot tubs _____ Ft BY _____ Ft Depth _____
What is it? If a pool above or in-ground

6 **Size and Area of the lot** _____ Ft. BY _____ Ft. Total Sq. Ft. _____
Width Depth (Lot size must be feet not Acres)

7 **Zoning District** in which property is located - Agricultural / Residential Residential Commercial Industrial
WNY Science & Technology Advanced Manufacturing Park - TD-1 TD-2 TD-3

8. **Tax Map #** _____ 9. **Estimated cost of project \$** _____ Lot creation date per Table 1 Row _____
(This will be provided by ZEO)

DO NOT WRITE BELOW THIS LINE, FOR OFFICIAL USE ONLY

Does the proposed construction or use violate any Town Zoning Law, Ordinance, or Regulation? _____
If yes give details _____

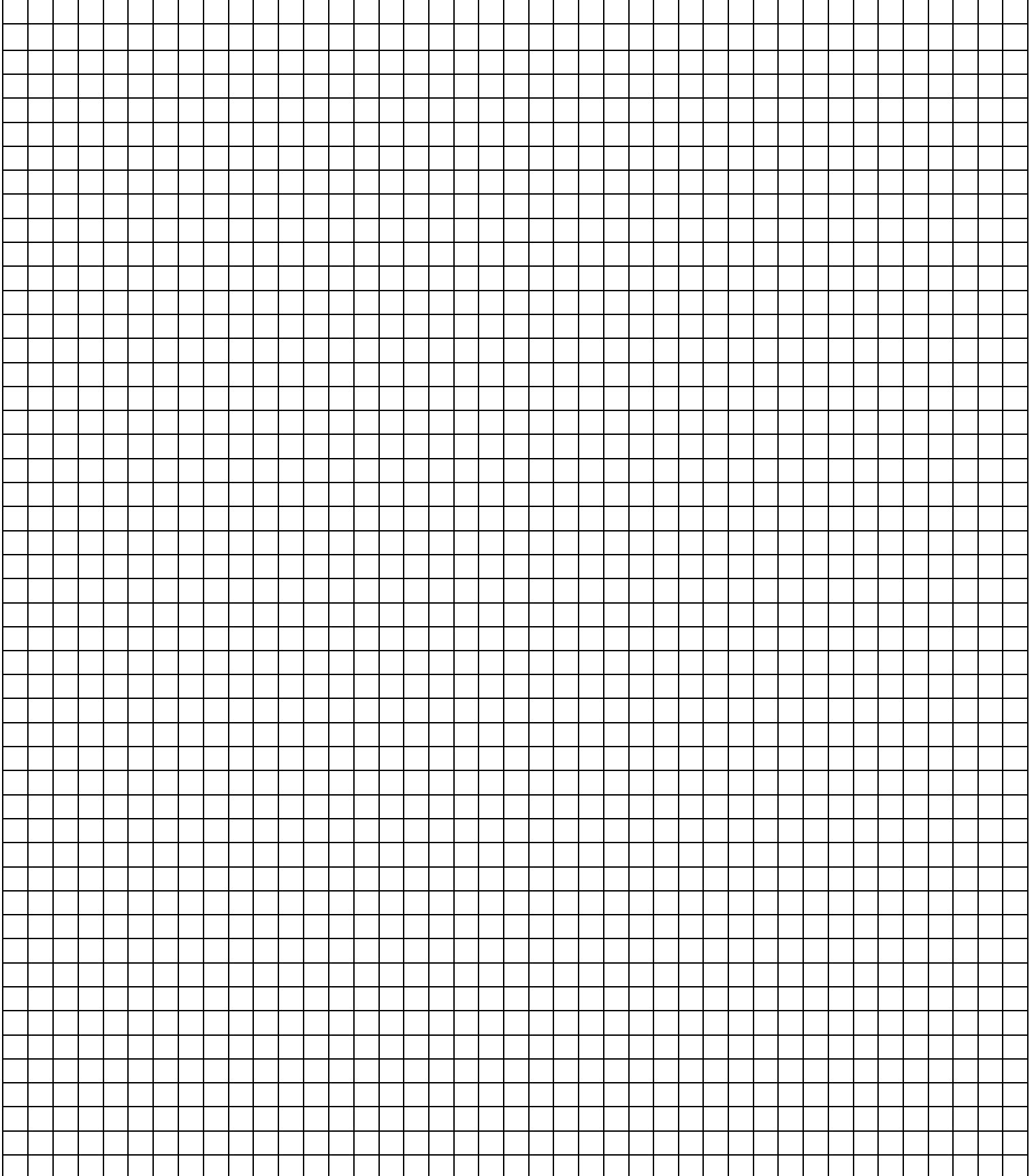
Approved Date Permit Expires _____/_____/_____ Denied Date _____/_____/_____

Reason Denied A is Variance required A Special Use Permit is required Other _____

Signature of Zoning Enforcement Officer

PLEASE USE Plot Diagram Provided
PLOT DIAGRAM INSTRUCTIONS

- * The plot diagram must show all existing buildings and structures as well as proposed on the property.
- * Show dimensions in feet from the Proposed building or structure to All lot lines.
- * Dimensions not needed for existing
- * Identify adjoining parcels, the owners of the parcels and clearly identify Street names and property lines.
- * For Remodeling Just show room by room the Dimensions of each Room * Does Not Need To Be to Scale



BUILDING PERMIT INFORMATION

***Do not proceed beyond points indicated below until the Code Enforcement Officer has Conducted the inspection and you are approved to move forward.**

(REQUIRED inspections are also listed on your permit)

Contractors MUST provide proof of Liability/Workers Compensation Insurance

Professional Stamped Blueprints – If your project is greater than 1,500 sq.ft or cost greater than \$20,000.00

Placement per plot diagram

Holes before placing post

Footing before pouring concrete

Footing before backfill

Framing before enclosing

Insulation before enclosing

Plumbing before enclosing

HVAC

Electrical before enclosing

Fire inspection

Electrical must be inspected by a Genesee County Certified inspector & a copy of inspection filed with the Town Clerk.

*The cost of Electrical inspections are not covered in the zoning/ building permit Fee

Additional inspection Required (see attached inspection sheet)

Septic & Well must be approved and inspected by the Genesee County Health Dept & a copy filed with the Town Clerk.

*The cost of Septic and Well permits are not covered in the cost of the Zoning/Building Permit Fee

Final inspection

Issuance of Certificate of Occupancy/Compliance

*Certificate of Occupancy / Compliance will not be issued until All inspections are completed and All required documents are filed with the Town Clerk.

**It is the responsibility of the applicant to contact and arrange inspections with the Code Enforcement Officer*

READ

All work shall be executed in the strict compliance with this permit application, approved plans and the NYS Uniform Fire Prevention and Building Code, or any other laws, rules or regulations that apply.

This building permit does not grant permission to violate Federal, State or Local Laws.

Permission is hereby granted to proceed with the work as set forth in this application to the specifications, plans or statements now on file with this department. Any amendments made to the original plans or specifications must be submitted for approval by the Code Enforcement Officer.

Date issued ____/____/____

Signature of Code Enforcement Officer

Special Notes:

A Professional Stamped Blueprint is required if your project is:

- A New Dwelling
- An Addition, Alteration over 1,500 square feet
- Or costing \$20,000 or more

New Build – Dwelling with Basement:

If the basement has a 7.5 ft. high ceiling or higher (finished or unfinished), it is considered living space and will be charged accordingly on the building permit.

A copy of Factory installation and maintenance specifications is required for:

- All Heating and Central Air Conditioning units

Pools, Spas and Hot Tubs must be installed according to NYS Code

- Code Specifications available at Town Clerk's Office

**For Zoning and Code Enforcement Questions or Inquiries,
Please call Or email;**

Mike Morris

(585) 948-9341, option 5 or email -- alabamacodes@gmail.com

Please drop off your completed application to

Town Clerk's Office
2218 Judge Road
Oakfield, NY 14125
Phone: (585) 948-9341

Office Hours: Starting January 2018

Monday: 8:00 to Noon & 1:00 to 4:00

Tuesday: 9:00 to 2:00 & 5:00 to 7:00

Wednesday: 8:00 to Noon & 1:00 to 4:00

Thursday: 8:00 to Noon & 1:00 to 4:00

* * * * *

Other important Phone Numbers:

*Empire inspections

Certified Electrical inspector

Tim Enderby (585) 798-1849

* Commonwealth Electrical

Certified Electrical inspector

Frank Boncore (716) 207-0422

Well/Septic Inspections:

Genesee County Health Department (585) 344-2580