

GENERAL CONSTRUCTION PERMIT

TOWN OF HANOVER
DEPARTMENT OF CODE ENFORCEMENT
68 HANOVER ST. SILVER CREEK, N.Y. 14136
PHONE: (716) 934-2920 * FAX: (716) 934-7991
codesdept@roadrunner.com

BEFORE THE USE / USES DESCRIBED
IN THIS APPLICATION CAN BE
IMPLEMENTED, A **CERTIFICATE OF**
COMPLIANCE or OCCUPANCY MUST BE OBTAINED.

TO BE COMPLETED BY BUILDING INSPECTOR

PERMIT NO. _____ APPLICATION DATE _____
PERMIT DATE: _____ PERMIT EXPIRES: _____
ZONING DIST. _____ PERMIT FEE: _____
APPROVED BY: _____

TO BE COMPLETED BY APPLICANT

OWNER: _____ ADDRESS: _____
_____ PHONE _____

LOCATION: _____ VALUE OF WORK: _____

TAX ID: SECTION _____ BLOCK _____ LOT _____

ARE NEW YORK STATE LICENSED ARCHITECT / ENGINEER PLANS
ACCOMPANYING THIS APPLICATION? ☐ YES ☐ NO

IF NO, OR NOT NEEDED (PER CODE OFFICIAL) A DETAILED SKETCH OF
PROPOSED CONSTRUCTION MUST BE PROVIDED ON ADDITIONAL SHEET.

SEWER & OR WATER APPROVAL REQUIRED: ☐

(Must have prior to permit being issued)

NAME OF BUILDER: _____

ADDRESS: _____ PHONE: _____

DIG SAFELY NEW YORK CALL 811
IT'S THE LAW, CALL BEFORE YOU DIG
www.digsafelynewyork.com

NO BUILDING PERMITS WILL BE ISSUED PRIOR TO APPROVAL OF A SEWER HOOK-UP
PERMIT FROM THE CHAUTAUQUA COUNTY HEALTH DEPARTMENT, OR WHERE
APPLICABLE, FROM THE TOWN WATER AND SEWER DEPARTMENTS.
NO EXCEPTIONS

NATURE OF PROPOSED WORK:

☐ CONSTRUCTION OF NEW BUILDING

BUILDING STYLE: _____

BEDROOMS: _____ BATHROOMS: FULL _____ HALF _____

FIREPLACE/WOODSTOVE: _____

☐ ADDITION TO BUILDING

LOCATION: ☐ FRONT ☐ REAR ☐ SIDE (L OR R)

☐ ALTERATION TO BUILDING

☐ RECONSTRUCTION

☐ OTHER WORK / DESCRIBE: _____

TOTAL AREA OF PROJECT IN SQUARE FEET _____

FIRST FLOOR: _____

SECOND FLOOR: _____

PORCH/DECK: _____

GARAGE: _____

☐ DRIVEWAY REQUIRED ☐ YES ☐ NO

(If yes, Driveway Permit is required before Building Permit is issued.)

FLOOD PLAIN ☐ YES ☐ NO

OCCUPANCY / MAIN BUILDING

☐ ONE FAMILY ☐ TWO-FAMILY ☐ MULTIPLE DWELLING UNIT

☐ NON-RESIDENTIAL BUILDING / STRUCTURE

☐ BUSINESS

TYPE OF CONSTRUCTION

☐ WOOD FRAME ☐ FIRE SAFE / MASONRY

☐ OTHER _____

WILL ANY SECOND HAND LUMBER BE USED? ☐ YES ☐ NO

IF SO, FOR WHAT? _____

BASEMENT: ☐ YES ☐ NO

MATERIALS: ☐ POURED CONCRETE ☐ BLOCK
☐ PRE-FORM (REQUIRES ENGINEER APPROVAL)
☐ SLAB ☐ CRAWL ☐ FULL

FOOTER THICKNESS: _____ X WIDTH _____ WALL THICKNESS: _____

DEPTH OF FOUNDATION WALLS BELOW GRADE: _____

ROOF

☐ SLOPE ☐ FLAT

ROOFING MATERIAL: _____

EXTERIOR FINISH

MATERIAL: _____

IS THERE TO BE AN OPENING BETWEEN GARAGE AND MAIN BUILDING?

☐ YES ☐ NO

IF YES, FIRE RATED DOOR REQUIRED.

HEATING SYSTEM

☐ FORCED AIR ☐ CENTRAL A/C ☐ BASE BOARD ☐ INFLOOR RADIANT

FUEL TYPE: ☐ ELECTRIC ☐ GAS ☐ LPG ☐ OIL ☐ WOOD/COAL

WATER SUPPLY / SEWER

☐ PUBLIC ☐ PRIVATE

I hereby apply under the Zoning Laws of the Town of Hanover and the Building/Residential Code of the State of New York for a permit to construct or alter a building and /or accessory structure as set forth above, and I certify that the statements herein contained are true or to the best of my knowledge and belief. Submission of application grants the Code Enforcement Officer the right to enter and inspect without a search warrant throughout the progress of work.

Signature of Applicant _____

Address _____ Phone _____

Date _____

The application of the above stated person (s) is hereby

☐ Approved, ☐ Disapproved.

Reasons for disapproval _____.

Date: _____
Code Enforcement Officer

REQUIREMENTS

- A. This application must be completely filled in by typewriter or in ink and submitted to the Building Department with the proper fee.
- B. Plot plan showing location of lot and of buildings on premises, relationship to adjoining premises or public streets or areas, a detailed description of layout of property must be supplied. A land survey may be submitted or required.
- C. Application shall describe the nature of the work to be performed.
- D. The work covered by this application may not be commenced before the issuance of Building Permit.
- E. Upon approval of this application, the Building Department will issue a Building Permit to the applicant. Such permit shall be displayed on the premises, and premises shall be made available for inspection throughout the progress of the work.
- F. No building shall be occupied or used in whole or part for any purpose whatever until a Certificate of Occupancy has been granted by the Code Enforcement Officer.
- G. Costs for the work described in the Application for Building Permit include the cost of all of the construction, and other work done in connection therewith, exclusive of the costs of the land.
- H. Any deviation from the approved plans must be authorized by the approval of revised plans subject to the same procedure established for the examination of the original plans. An additional fee is also charged predicated on the extent of the variation from the original plans.
- I. A final inspection is necessary before a Certificate of Occupancy is issued.