

-<*NOT A PERMIT*>-

IMPORTANT INSTRUCTIONS - PLEASE ANSWER ALL QUESTIONS

ADDRESS OF PERMIT _____

OWNER _____

OWNER'S ADDRESS _____ ☐ SAME AS ABOVE

PHONE NUMBER ____-____-____ SECOND PHONE ____-____-____

WORK TO BE COMPLETED BY _____
(name of contractor, developer, or name of homeowner, if performing the work)

FULL ADDRESS (if other than homeowner) _____

CONTACT PERSON _____ PHONE ____-____-____

FULL DESCRIPTION OF WORK TO BE DONE: _____

EXISTING

___ Repair Structural ___ Addition ___ Alteration ___ Removal ___ Demolition

Other (specify) _____

NEW STRUCTURE(S)

___ Single Family ___ Accessory Building ___ Garage – attached ___ Garage – detached

___ Shed ___ Fence ___ Two Family ___ Deck ___ Covered ___ Open ___ Swimming Pool - Above Below

Other (specify) _____

PRINCIPAL CONSTRUCTION MATERIAL TO BE USED

___ Wood ___ Brick ___ Block Other (specify) _____

TYPE OF FOUNDATION

___ Cellar ___ Basement ___ Slab ___ Crawlspace

WILL THE PROJECT INVOLVE THE FOLLOWING?

Plumbing Yes No

HVAC Yes No

Electrical Yes No

PRINCIPAL USE OF PRESENT STRUCTURE(S) AND/OR LAND (check one)

___ Agricultural ___ Agricultural / Residential ___ Residential

PLOT PLAN (indicate ALL buildings and dimensions, setback, abutting streets, yard setbacks)

Note location of utilities (Water, Sewer, Electric, Communication Cables, and Gas) to ensure proper distance from building.

DIMENSIONS OF TOTAL PROPERTY (if applicable)

Lot size _____ x _____ = _____
 length width total square feet

DIMENSIONS OF EXISTING BUILDINGS

Building #1 _____ x _____ = _____
 length width total square feet

Building #2 _____ x _____ = _____
 length width total square feet

Building #3 _____ x _____ = _____
 length width total square feet

DIMENSIONS OF PROPOSED PROJECT _____ x _____ = _____
length x width = total square feet

PROPERTY LINE SETBACKS OF PROPOSED PROJECT (if applicable)

Front lot line setback _____ Side lot setback _____

Rear lot line setback _____ Side lot setback _____

ENCLOSED LIVING AREA (if applicable) _____ Total square feet

COST OF CONSTRUCTION _____ (Include Materials and Contractor Fees)

TAX MAP NUMBER _____

ATTACH DRAWINGS, BLUEPRINTS, OR SUPPORTING DOCUMENTATION (as needed)

PROOF OF WORKERS COMPENSATION & DISABILITY OR COMPLETED CE-200 EXEMPTION FORM

I hereby acknowledge that I have read this application, the information I have furnished is correct, and that I am the Owner or duly authorized agent. I agree to comply with all laws regulating construction and all required inspections will be called for at the appropriate intervals. The Town of Genoa shall not be responsible for inaccurate, false, or erroneous information provided by applicants. The applicant will fully and promptly defend, indemnify, and hold harmless the Town of Genoa, its officers, agents, and employees harmless from and against any and all claims, liability, judgements, damages, costs, and expenses (including without limitation reasonable legal fees, expenses, and court costs) which may arise from the failure of the applicant to provide complete, correct, and accurate information with regard to this application, to the extent permitted by law.

SIGNATURE _____ DATE _____
Owner or Agent

DATE APPROVED _____ DATE DENIED _____ EXPIRATION DATE _____

FEES _____ CODE ENFORCEMENT OFFICER _____
Kevin Foster

A NOTICE OF PERMIT must be kept on the premises, publicly visible, throughout the progress of work.

Instructions to Applicant: A building permit is required for the construction, renovation, alteration, repair, relocation, demolition, use, and occupancy of any building, structure, or portion thereof. A building permit is also required for the installation, replacement, or modification of electrical devices, heating equipment, cooling equipment, or wood burning devices. Building permit requirements (including exemptions) are identified in 19 NYCRR §1202.3. An operating permit is required prior to conducting certain processes or activities, or for operating certain types of buildings, structures, or facilities. Operating permit requirements are identified in 19 NYCRR §1202.8.

This Project may involve work requiring approval of various outside agencies prior to the issuance of a **PERMIT**.

Project Involvement

Land Division, SEQR etc.
NYS Roads
Floodplains, Wetlands
Streams, Creeks, etc.
Potable Water & Sanitation
Local Roads

Agencies

US Army Corps of Engineers
NYS Department of Transportation
NYS Department of Environmental Conservation
Cayuga County Planning
Cayuga County Department of Health
County, Town