



APPLICATION FOR BUILDING PERMIT
VILLAGE OF MENANDS
MENANDS, N.Y. 11204
434-2922 • FAX: 427-7303

SUBMITTED: _____ 20____

PERMIT NO.: _____

EXAMINED: _____ 20____

ESTIMATE: _____

APPROVED: _____ 20____

FEE _____

BY: _____
Code Enforcement Officer/Building Inspector

SECTION ONE. Applicant Information

Applicant: _____

Address: _____

Phone No.: _____

Owner: _____

Owner:
Address: _____

SECTION TWO. Property Information

Location (SBL): _____

Street and No.: _____

Zone: _____

Size of Lot:
Front: _____

Rear: _____

Depth: _____

SECTION THREE. Description Of Work To Be Done

For Electrical Work:

Inspector: _____

Address: _____

SECTION FOUR. Insurance Information

Compensation Carrier:	Workers Comp	Liability Carrier:
_____	_____	_____
Number of Policy:	_____	_____
Expiration Date:	_____	_____

INSTRUCTIONS:

1. All information is to be completed as requested. Information may be typed or filled in ink.
2. A Plot Plan is required showing the location of the lot and existent buildings on the premises as well as their relationship to adjoining properties or public streets. This Plan must provide a detailed description of the proposed layout. The Plan must be accompanied by a current survey of the premises.
3. Three complete sets of plans showing proposed construction including specifications for any structural, mechanical, plumbing, or electrical work. In addition, NYS Fire Code compliance information may be required if requested by the Building Department. All plans must be stamped by a licensed design professional.
4. No work may commence without issuance of an approved Building Permit.
5. Any work authorized by a Building Permit must be available for inspection throughout the progress of the work.
6. No building shall be occupied or used in whole or in part for any purpose until a Certificate of Occupancy has been issued by the Building Department.



**VILLAGE OF MENANDS
MENANDS, N.Y. 11204**

CERTIFICATION

STATE OF NEW YORK

COUNTY OF _____

_____ being duly sworn deposes and says that (he/she) is the applicant above named. He/she is the _____ of said owner or owners, and is duly authorized to perform or have performed the said work and to make and file this application; that all statements contained in this application are true to the best of his/her knowledge and belief, and that the work will be performed in the manner set forth in the application and in the plans and specifications therewith, as applicable.

Sworn before me

This _____ day of _____ 20____

Signature of Applicant

Notary Public, _____ County

