



TOWN OF VESTAL BUILDING PERMIT APPLICATION

ENGINEERING AND PLANNING BUILDING/FIRE/CODE ENFORCEMENT

133 Front Street
Vestal, New York 13850-1511
Web Site: www.vestalny.com
(607) 786-0980 Phone
(607) 786-0984 Fax

Office Use Only

Permit # _____

PR _____

Date _____

GENERAL INSTRUCTIONS

ALL INFORMATION RELATIVE TO THE PROPOSED WORK MUST BE COMPLETE

Drawings and Specifications MUST be submitted with this application

Separate applications may be required for multiple structures or items on same parcel

All Contractors / Sub-Contractors are required to have a valid Town of Vestal Operating Permit Prior to the commencement of any work

PERMITS CANNOT BE ISSUED IMMEDIATELY, PROCESSING MAY ENTAIL 2 TO 5 WEEKS, PLEASE PLAN ACCORDINGLY

PROPERTY LOCATION

Property Owner of Record _____ Tax Map # _____

Site Address _____

City _____ State _____ Zip _____

Owner Email Address _____

Home Phone # _____ Mobile Phone # _____

Does this Project require Zoning Board approval? Yes No Pending Date Approved _____

APPLICANT INFORMATION

OWNER CONTRACTOR

Owner/Company _____

Address _____

City _____ State _____ Zip _____

Contact Person _____ Email Address _____

Home Phone # _____ Work Phone # _____

Mobile Phone # _____ Fax # _____

DESCRIPTION OF WORK

RESIDENTIAL COMMERCIAL

Detailed Description of Work: _____

Total Cost of Construction \$ _____ (materials & labor)

Lot Size: _____ X _____ (Road Frontage X Depth from Road)

Setback from property lines: Front _____ Right Side _____ Left Side _____ Back _____

Size of Project _____ X _____ Square Footage _____

Date you wish to start: _____

Is the property on a septic system?

Yes No (If yes, additional Health Department approval may be required prior to issuance of C of O/C of C)

Is the property on a well system?

Yes No (If yes, a NYS Water Well Completion Report may be required prior to issuance of C of O/C of C)

Well Contractor _____ NYS Registration # _____

ENGINEER/ARCHITECT

Company _____

Address _____

City _____ State _____ Zip _____

Contact Person _____ Email Address _____

Phone # _____ Fax # _____

GENERAL CONTRACTOR INFORMATION

Company _____

Address _____

City _____ State _____ Zip _____

Contact Person _____ Email Address _____

Phone # _____ Fax # _____

SUB-CONTRACTOR INFORMATION - Foundation

Company _____

Address _____

City _____ State _____ Zip _____

Contact Person _____ Email Address _____

Phone # _____ Fax # _____

SUB-CONTRACTOR INFORMATION - Framing

Company _____

Address _____

City _____ State _____ Zip _____

Contact Person _____ Email Address _____

Phone # _____ Fax # _____

SUB-CONTRACTOR INFORMATION - Roofing

Company _____
Address _____
City _____ State _____ Zip _____
Contact Person _____ Email Address _____
Phone # _____ Fax # _____

SUB-CONTRACTOR INFORMATION - Plumbing

Company _____
Address _____
City _____ State _____ Zip _____
Contact Person _____ Email Address _____
Phone # _____ Fax # _____

SUB-CONTRACTOR INFORMATION - Electrical

Company _____
Address _____
City _____ State _____ Zip _____
Contact Person _____ Email Address _____
Phone # _____ Fax # _____

SUB-CONTRACTOR INFORMATION – Heating/Ventilation/Air Conditioning

Company _____
Address _____
City _____ State _____ Zip _____
Contact Person _____ Email Address _____
Phone # _____ Fax # _____

SUB-CONTRACTOR INFORMATION – Other (Masonry, Kitchen/Bath Installer, Siding, etc)

****Please include additional sheets if needed****

Company _____
Address _____
City _____ State _____ Zip _____
Contact Person _____ Email Address _____
Phone # _____ Fax # _____

APPLICATION CERTIFICATION AND ACKNOWLEDGEMENT

PLEASE READ CAREFULLY AND SIGN BELOW.

Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction. I certify that all the foregoing information is accurate. I understand that a separate permit may be required for electrical, plumbing, chimneys, boilers, heaters, air conditioning, tanks, signs, wells, pools, roofing, etc.

I further acknowledge the following:

- Issuance of a permit may be subject to conditions and is subject to time limitations.
- Issuance of a permit is not authorization to violate public or private restrictions.
- Failure to comply with applicable construction regulations may result in the withholding of Certificate of Occupancy / Certificate of Compliance or future permits.
- Submission of any false information or misrepresentation is a violation of law and may result in permit revocation.

Signature _____
Owner (or agent if any)

Signature _____
Contractor / Owner Builder

Print Name _____

Print Name _____

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