## **Town of Mount Morris**

103 Main Street Mount Morris, New York 14510 Phone: 585-658-2730 Fax: 585-658-3021

## **BUILDING PERMIT APPLICATION**

All Town of Mount Morris property owners are required to comply with all regulations as set forth by the New York State Building Code and the Zoning Code of the Town of Mount Morris.

## Instructions

- 1. This application is to be filled in via computer or ink and submitted with two (2) sets of plans and specifications to the Code Enforcement Officer.
- 2. A copy of the approved Zoning Application shall accompany this Building Permit Application
- 3. The work covered by this application shall not be commenced before the issuance of a Building Permit.
- 4. Upon approval of the Application, the Code Enforcement Officer will issue a Building Permit to the application and return one set of the Plans and Application. The approved plans shall be kept on the premises during the progress of the work.
- 5. No building shall be occupied or used in whole or part for any purpose until a Certificate of Occupancy shall have been granted by the Code Enforcement Officer.
- 6. All new construction of buildings, additions and alterations must comply with the New York State Uniform Fire Prevention and Building Code.
- 7. A building permit shall be effective to authorize the commencing of work for a period of six (6) months after the date of issuance. For good cause, the Code Enforcement Officer may allow a maximum of two (2) extensions for periods not exceeding three (3) months each.

APPLICATION IS HERBY MADE to the Code Enforcement Officer for the issuance of a Building Permit, pursuant to the code of the Town of Mount Morris for the building, additions, alterations, or relocation as herein described. The applicant shall comply with all applicable laws, ordinances, and regulations.

Sig	nature of Applicant	# Street or Road						
Da	te	Town or City	State	Zip				
1.	Address where work will be done:							
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2.	Present Use: Present Use:							
	Intended Use and Occupancy:							
3.	Nature of Work and Occupancy							
	Construction of new building		One family dwelling with attached garage					
	Addition to building		Two family dwelling with attached garage					
	Alteration to a building		Multiple dwelling with attached garage					
	Demolition of a building		Commercial/Professional					
	Installation of oil or gas burner, describe below		Other Type of Occupancy					
	Installation of plumbing, describe below		Accessory Building					
	Installation of electric, describe below		One-car detached garage					
	Other Work, describe below		Two-car detached garage					
			Private storage building					
	Description		Shed					
	Description		Sheu	OFFICIAL USE				
			Bui	Iding FEE \$				
			Dat	te Received				
			Dat	te Paid				

4.	Estimated true value:										
	Dimensions of new structures:					sqft					
6.	Dimensions of new addition(s):					sqft					
	Dimensions of alteration(s):										
	Owner Name:										
	Owner Address:										
	Owner Phone Number:										
9.	The plot diagram should				g or propose	d, together with d	limensions				
	from property lines, the surface elevation of front yard at the front wall of the principal building as related										
	to the surface of the street or highway. Lot number, street names, type of lot (interior or corner) and a lot										
description need to be included.											
10	. Is a Flood Permit Applica	tion required?	Yes	No							
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This permit is issued subject to the provisions of Section 57 of the Workman's Compensation Law. In issuance											
of the permit the Town assumes no responsibility regarding the performance or quality of work, except as											
provided by law.											
ΙH	ereby Certify that I am the	<u></u> ز		and that I	am duly aut	horized to make a	nd file this				
ар	plication; that all stateme	nts contained in th	nis applicatio	n are true t	to the best o	of my knowledge a	nd belief,				
and that the work will be performed in the manner set forth in this application and in the plans filed herewith.											
Date Signature of Applic		licant									
Name and Address of Contractor			Insurance Company								
				(Attach a c	certificate of	Insurance)					
				-		·					

Date

Zoning Officer

Approved

Disapproved

If disapproved, reason for disapproval: \_\_\_\_\_\_

## PLOT DIAGRAM/SURVEY MAP

Locate clearly and distinctly all buildings, whether existing or proposed, and indicate all setback dimensions from property lines. Give identifying information or deed description, show all easements and street names, adjacent property owner names. Indicate whether an interior or a corner lot. Show any water bodies or creeks, shorelines.

