

DEPARTMENT OF CODE ENFORCEMENT

VILLAGE OF STILLWATER, NEW YORK

1 School Street P.O. Box 507
Stillwater NY, 12170-0507

COMMERCIAL BUILDING PERMIT APPLICATION

DO NOT FILL IN DEPARTMENT OF CODE ENFORCEMENT USE ONLY

TAX PARCEL MAP #	BUILDING PERMIT #	ISSUE DATE	EXPIRATION DATE

1. PROPERTY OWNERS' INFORMATION

Name: _____

Address: _____

Contact Number: () Email: _____

PROPERTY OWNERS CONSENT TO CONDUCT THE CONSTRUCTION AS DESCRIBED IN THIS APPLICATION

Signature of Property Owner: _____ Date: ___/___/___

2. GENERAL CONTRACTORS' INFORMATION

Name of Company: _____

Name of Project Supervisor: _____

Address: _____

Contact Number: () Email: _____

PROPERTY OWNER IS PERFORMING CONSTRUCTION

3. PROPOSED BUILDING INFORMATION

Address: _____ Tax Map #: _____

Type of Work: NEW ADDITION ALTERATION OTHER : _____

New Building (Sq.Ft.) **Alteration area** (Sq.Ft.) **OTHER**

Primary Heating Source : _____ Type of Fuel: _____

A. FLOODPLAIN INFORMATION Is site in a flood plain YES NO

B. WETLAND INFORMATION Is site in whole or in part in a designated wetland YES NO

C. DWELLING UNITS How many dwelling unit will the building consist of: ()

D. BUILDING OCCUPANCY What is the proposed building occupancy: ()

E. FOUNDATION Peir Construction Poured Concrete Block Precast

F. BASEMENT	Full <input type="checkbox"/>	Partial <input type="checkbox"/>	crawl <input type="checkbox"/>	Pier <input type="checkbox"/>	Slab on grade <input type="checkbox"/>
G. DECK/PORCH	Open (Sq.Ft.) <input type="checkbox"/>	Closed (Sq.Ft.) <input type="checkbox"/>	Enclosed (Sq.Ft.) <input type="checkbox"/>		
H. GARAGE	Attached <input type="checkbox"/>	Detached <input type="checkbox"/>	(# of cars) (Sq.Ft.) <input type="checkbox"/>	None <input type="checkbox"/>	
I. UTILITIES	Electric <input type="checkbox"/>	Gas <input type="checkbox"/>	Other () <input type="checkbox"/>		
J. TRUSS CONSTRUCTION	Type: I	II	III	IV	V
	Location: Floor	Roof	Both	None <input type="checkbox"/>	
K. WATER CONNECTION	Yes <input type="checkbox"/>	No <input type="checkbox"/>	L. SEWER CONNECTION		Yes <input type="checkbox"/> No <input type="checkbox"/>
M. SPRINKLERS SYSTEM	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N. RADIO SIGNAL AMPLIFIER		Yes <input type="checkbox"/> No <input type="checkbox"/>
O. DUCT WORK FIRE DAMPERS	Yes <input type="checkbox"/>	No <input type="checkbox"/>	P. FIRE HYDRANTS		Yes <input type="checkbox"/> No <input type="checkbox"/>
Q. ACCESS GATES	Yes <input type="checkbox"/>	No <input type="checkbox"/>	R. FIRE APPARTUS ACCESS ROAD		Yes <input type="checkbox"/> No <input type="checkbox"/>
P. EMPLOYEE(S)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Approximately how many employees ()		

4. BRIEF DESCRIPTION OF THE NATURE, EXTENT & SCOPE OF WORK

5. PROJECT COST DISCLOSURE
ESTIMATED CONSTRUCTION COST : _____ (Including all electrical, plumbing & HVAC)

6. CERTIFICATION
<p>The applicant shall notify the department of any changes in the information contained in the application during the period for which the permit is in effect. A permit will be issued only when the application has been determined to be complete and when the proposed work is determined to conform to the requirements of all applicable codes, and local laws. A building permit may be suspended or revoked if it is determined that the work to which it pertains is not proceeding in conformance with applicable codes, laws, or with any condition attached to such permit, or if there has been a misrepresentation or falsification of a material fact in connection with the application for permit. A building permit shall expire 12 months from the date of issuance or upon the issuance of a certificate of occupancy or compliance whichever comes first. The permit, upon request may be renewed for one six-month period, provided (1) the permit has not been revoked or suspended at the time the renewal application is made; (2) the relevant information in the application is up to date; and (3) any additional renewal fees are paid. I hereby certify that I have read the instructions and examined this application and know the same to be true and correct, all provisions of the codes and laws covering this work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.</p>
Name of Applicant: _____ Date: ____/____/____
Signature of Applicant: _____ Property Owner or Representative

THIS APPLICATION MUST BE ACCOMPANIED BY ALL CONSTRUCTION DOCUMENTS, INSURANCE AND WORKER COMPENSATION FORMS, AND MATERIAL MANUFACTURER INSTALLATION INSTRUCTIONS

7. VALIDATION
This application is hereby Approved / Denied for the construction or alteration(s) of a building and or accessory structure as set forth above.
Reason for denial of permit: _____
Special conditions: _____
Date: _____ Permit #: _____ Expires: _____ CEO: _____

