

WORK ON THIS PROJECT MAY NOT START UNTIL THE APPLICATION IS APPROVED AND THE PERMIT HAS BEEN ISSUED.

BUILDING/DEMO PERMIT APPLICATION

VILLAGE OF MALONE

343 WEST MAIN STREET

MALONE, NY 12953

code@villageofmalone-ny.com

Phone: 518-483-4570/Fax: 518-481-6737

FOR OFFICE USE ONLY

Tax Map ID #: _____ - _____ - _____

Application # _____ Permit #: _____

Invoice # _____ PAYMENT METHOD _____

PERMIT FEE \$ _____ DATE PAID ____/____/____

RECEIVED BY _____

Application is hereby made to the Building Inspector for the issuance of a Building and Zoning Permit pursuant to the Village of Malone Zoning Ordinance and the 2015 International Codes as adopted by New York State for the construction of buildings, structures, renovations, alterations, demolitions, fences, electrical, change in use, and pools.

Note: Read all instructions on permit. Applicant is responsible for accurate information. Please allow up to 14 business days for processing.

Any questions regarding this permit should be directed to the Village of Malone Building and Zoning Department at (518) 483-4570 (Office), 518-521-4513 (Work Cell) or by email code@villageofmalone-ny.com

Address of Work Site: _____

Type of Project:

☐ New Construction ☐ Structural Alterations ☐ Renovations ☐ Accessory Structure
☐ Addition ☐ Conversion ☐ Demolition ☐ Electrical ☐ Temporary Structure

ESTIMATED COST \$ _____ Summary

Description of Project:

Use additional pages as necessary for details to be sure the project meets the code requirements

Applicant: _____ Phone: _____

Applicants Address: _____

Owners Name: _____ Phone: _____

Owners Address: _____

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INSTRUCTIONS:

THIS APPLICATION IS DESIGNED TO ENCOMPASS ALL ASPECTS AND SCOPE OF PROJECT. IN SOME CASES, THE INFORMATION REQUESTED MAY NOT APPLY TO YOUR PROJECT. PLEASE FILL OUT ALL INFORMATION REQUESTED THAT APPLIES TO YOUR PROJECT IN INK.

1. THIS APPLICATION MUST BE ACCOMPANIED BY 2 COMPLETE SETS OF BUILDING PLANS AND/OR JOB SPECIFICATIONS.
 - a. Construction documents shall not be accepted as part of an application for a building permit unless such documents are prepared by a New York State registered architect or licensed professional engineer **where so required** by Education Law.
 - b. If plans that are submitted do not require preparation by a design professional, they shall indicate with sufficient clarity and detail the nature and extent of the work proposed at the discretion of the Code enforcement Officer.
 - c. "AS BUILT" DOCUMENTATION MAY BE REQUIRED.
2. COST OF THE WORK DESCRIBED IN THE APPLICATION FOR THE BUILDING PERMIT INCLUDE THE COST OF ALL THE CONSTRUCTION AND OTHER WORK DONE IN CONNECTION THEREIN, EXCLUSIVE OF THE COST OF THE LAND. IF THE FINAL COST EXCEEDS THE ESTIMATED COST, THEN AN ADDITIONAL FEE MAY BE REQUIRED BEFORE A CERTIFICATE OF OCCUPANCY CAN BE ISSUED. Cost of the project will include materials and labor regardless of compensating any employee or contractor.

I am the owner of the property in the Village of Malone, New York described in this application. I hereby apply for a permit to perform the work described in this application and on attached plans, specifications and other documents. I will comply with all provisions of applicable ordinances, codes and regulations in the performance of this work whether specified herein or not. Any amendment to this application, plans, specifications or other documents upon which this permit was issued will be filed with the code office for approval before such changes are made in the actual work. I hereby understand that all work must be inspected and approved by the code officer. I understand that it is my full responsibility to call and schedule the 8 needed inspection times throughout the project for completion. I certify that every person performing work on the permitted project will comply with all applicable codes, ordinances and regulations. By my signature I certify I have read and understand the above paragraph.

Print: _____

Date: _____

Sign: _____

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DESIGNERS AND CONTRACTORS

Architect/Engineer:

Name: _____

Address: _____

General Contractor:

Name: _____

Address: _____

Workman's Compensation Policy on File [] Workman's Compensation Exemption Provided []

Lead Paint Certified Renovator # _____ exp. date _____

ALL ELECTRICAL WORK WILL BE REQUIRED TO BE INSPECTED BY A VILLAGE APPROVED ELECTRICAL
INSPECTION SERVICE.

Electrical Contractor:

Name: _____

Address: _____

Workman's Compensation Policy on File [] Workman's Compensation Exemption Provided []

Lead Paint Certified Renovator # _____ exp. date _____

Electrical Inspector:

Name: _____

Address: _____

Plumbing Contractor:

Name: _____

Address: _____

Workman's Compensation Policy on File [] Workman's Compensation Exemption Provided []

Lead Paint Certified Renovator # _____ exp. date _____

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Mechanical Contractor:

Name: _____

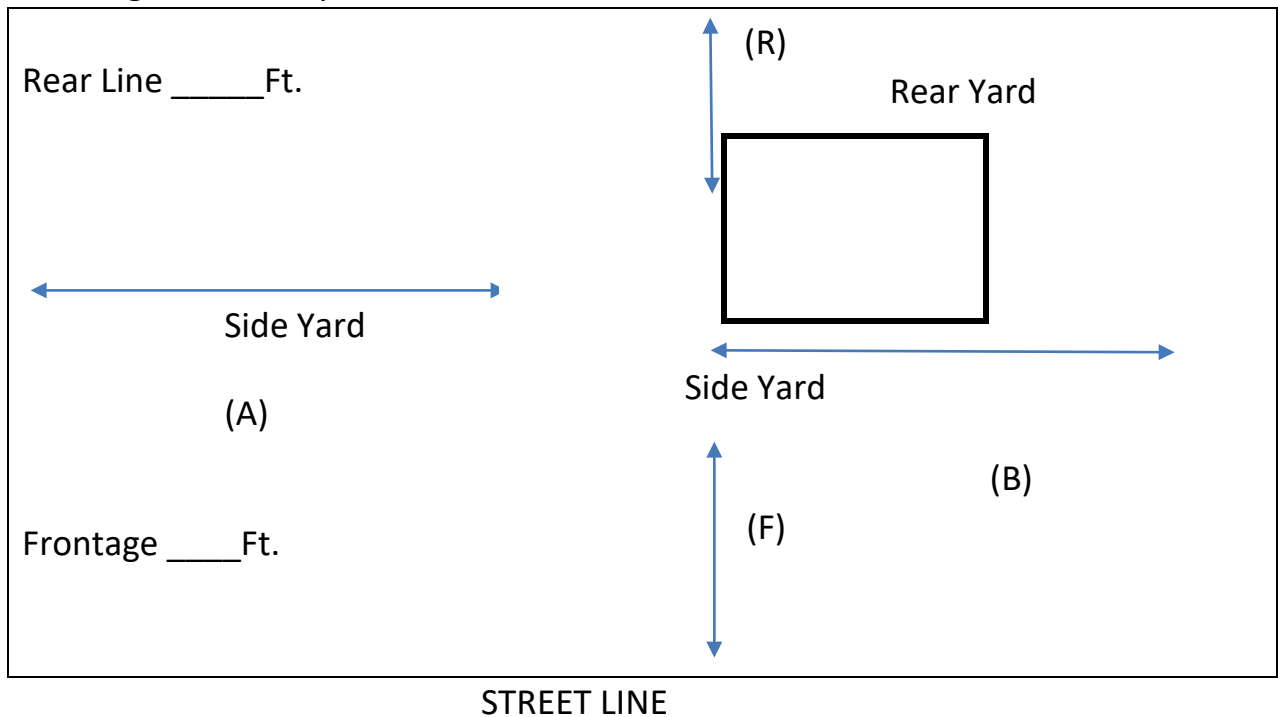
Address: _____

Workman's Compensation Policy on File [] Workman's Compensation Exemption Provided []

Lead Paint Certified Renovator # _____ exp. date _____

Single Family Owner Occupied Homeowner: WCB form BP-1 Exemption Provided []

Below area provided as an example of the site plan drawing. **Please include lot line distances from buildings.** Indicate size of new addition or alterations in relationship to existing buildings. If stamped building plans have been attached, no drawing is necessary.



SETBACKS FROM NEW CONSTRUCTION

Lot Size: _____ Ft. Deep X _____ Ft. Wide

FRONT LINE setback (F) _____ FT.

REAR LINE setback (R) _____ FT.

SIDE LINE setback (A) _____ FT.

SIDE LINE setback (B) _____ FT.

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For Office Use :

Date Received _____ Received By _____

This is to certify that I have investigated this application and find same (to be) (not to be) in accordance with the provisions of the state and local ordinances, relating to buildings in the Village of Malone and that the same has been () APPROVED () DISAPPROVED On this _____ day of _____ 20____.

Signed _____

Code Enforcement Officer

Zoning District: _____ Use Type: _____ Work Type: _____

Construction Type: _____ IBC Version: _____ Year

Building was Built: _____ Year Project area was Built, if different: _____

Land Use:

Commercial ___ Residential ___ Two Family ___ Multi-Residential ___ Mixed ___ Industrial ___

Reason for Refusal:

Incomplete application

USE Variance required

AREA Variance required

At a meeting of the Board of Trustees of the Village of Malone held on _____, this application for a building permit was accepted subject to the provisions of the Village of Malone.

Date

Village Clerk