

Town of Ossian
Livingston County, New York
Quinn Golden Code Enforcement Officer
585-443-9962
code.enforcement@ossianny.us

APPLICATION FOR BUILDING and / or ZONING PERMIT

APPLICATION DATE: _____

INSTRUCTIONS:

- A.** The **Approval Process requires (2) weeks** on average. The work covered by this application shall not commence **BEFORE** the issuance of a Building Permit.
- B. COMPLETED** copy of this application submitted to the Code Enforcement Office. Any application which is missing information will be denied.
- C. COMPLETE** set of **STAMPED Architectural Drawings**, for any **Construction / Addition / Renovation / Rehab. with a cost of \$20,000 or more. A Plot Plan** must be included with the application.
- D.** Upon approval of this application, the Code Enforcement Officer will issue a Building Permit to the applicant.
The permit shall be kept on the premises for the duration of the work.
Building Permits expire in ONE (1) YEAR from issue date.
- E.** The Building Inspector shall have the right to enter upon the premises for the purpose of inspection of the construction covered by this application at any time during the construction period without notice.
- F. NO Building shall be occupied or used in whole or in part for any purpose until a CERTIFICATE OF OCCUPANCY has been granted.**

APPLICATION IS HEREBY MADE to the Code Enforcement Office for the issuance of a Building Permit, pursuant to the Zoning Ordinance of the Town of Ossian for the construction as herein described. The applicant agrees to comply with all applicable laws, ordinances, and regulations.

1. APPLICANT / CONTRACTOR

Name _____ Tel. No. _____
Address _____ Email _____

**** ALL CONTRACTORS A COPY OF YOUR LIABILITY & WORKER'S COMPENSATION INSURANCE
CERTIFICATION or CE-200 EXEMPTION FORM MUST ACCOMPANY THIS FORM ****

2. PROPERTY OWNER

Name _____ Tel. No. _____
Address _____ Email _____

3. LOCATION OF LAND FOR PROPOSED WORK:

Address _____
Tax Map No. _____
Size & Area of the lot _____ ft. by _____ ft. = _____ sq. ft.
Zone Dist. _____ Class Use _____ in which premises are situated

4. PRESENT USE IS _____
PROPOSED CHANGE/USE or OCCUPANCY _____

5. APPLYING FOR: _____ New Structure _____ Addition _____ Alteration / Porch (covered) / Deck
_____ New Roof / Repair _____ Stove (any type) _____ Other (explain)
_____ Sign / Temporary _____ Sign / Permanent
_____ If sign permit, **include over all dimensions and letter size.** Sign permit fee \$ _____

6. NATURE OF WORK: _____

7. DIMENSIONS OF: New Structure _____ Area _____ sq. ft.
Additions _____ Area _____ sq. ft.
Alterations / Porch (covered) / Deck _____ Area _____ sq. ft.
New Roof / Repair _____ Area _____ sq. ft.
Other _____ Area _____ sq. ft.

8. ESTIMATED COST OF PROJECT: \$ _____

9. Will the proposed construction require a variance from the Local Zoning Ordinance or Regulations ? _____

If yes, give details _____

Type of Variance: _____ ZBA Application Date: _____ Planning Date: _____

10. **ALL COMMERCIAL Permits require Planning Board Review – review date** _____

11. E911 address: _____ Does this parcel require a new address () YES () NO

12. The PLOT diagram shown on page 3 of this application or on separate drawings shall show:

- Location of any / all existing buildings on the lot
- Location of proposed construction on the lot with setbacks of Front, Side and Rear clearly shown
- Property lines and street names

13. The following criteria shall be readily available and identifiable on the submitted prints/plans:

Building Type:	Sq. Ft. Habitable Space:	Sq. Ft Non-Habitable Space:	Design Criteria:
Exits & Egresses:	Stairs:	Light/Ventilation:	Window/Door
Schedules:			
Smoke Detection	Separations:	Rafter Spans:	Truss Drawings:
Foundation/Footing:	Insulation:	Mechanical Req:	Plumbing Req:
Electrical Req:	Heating Systems:	Roof Construction/Covering:	Garages/decks
Solid Fuel burning Appliances:	Compliance w/NYS Energy Code	Compliance with Local Zoning	
Ordinances			

I, (print) _____ **HEREBY CERTIFIES** THAT HE/SHE IS THE applicant and / or owner named above; and 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 this application and in the plans and specifications filed therewith.

CONTRACTOR / OWNER CERTIFICATION: I hereby certify that all items in the Fence Regulations will be enforced.

CONTRACTOR CERTIFICATION: I hereby certify that all items in the Sign Ordinance will be enforced.

Signature of Applicant / Contractor

Signature of Property Owner

APPROVED

Application is hereby made to the Zoning Board of Appeals and/or Planning Department for a Variance/Special Use Permit for the use of the premises as described above for which an application for a permit has been denied based upon the following information:

Code Enforcement Officer

DISAPPROVED _____

This image shows a full page of blank graph paper. The grid consists of small, uniform squares formed by thin, light gray lines. There are no margins, text, or other markings on the page.

Petition to Board of Appeals

To: The Board of Appeals, Village / Town of North Dansville/ Town of Ossian:

Dated: _____ 20____

Signed: _____
Petitioner

Action by the Board of Appeals of the Village / Town of North Dansville / Town of Ossian on the above stated matter:

Dated: _____ 20____

Attest: _____
Secretary, Board of Appeals

_____	Chairman
_____	Member
_____	Member
_____	Member
_____	Member

TOWN OF OSSIAN

BUILDING FEE SCHEDULE

BUILDING WITHOUT A PERMIT, ALL FEES ARE DOUBLED, \$100 MINIMUM

NO REFUNDS

SERVICE OFFERED	SERVICE RATE
RESIDENTIAL	
SINGLE FAMILY DWELLING – Habitable Space	.15 SQFT \$ 25 minimum
MULTIFAMILY DWELLING – Habitable Space	.15 SQFT \$ 25 minimum
GARAGE, DECK, BARN, Ect. – Non-Habitable Space	.08 SQFT \$ 20 minimum
MOBILE HOME SITE – Pre-Existing (NOT UNIT)	\$ 25.00
MODULAR/MANUFACTURED HOME (OWN LOT)	.15 SQFT INCLUDES ALL
ADDITIONS	.12 SQFT \$ 20 minimum
INTERIOR ALTERATIONS (electric / plumbing / HVAC)	.12 SQFT \$ 20 minimum
CHIMNEY / FIREPLACE / WOODSTOVE	\$ 25.00 Plus CofC
POOL – ABOVE / IN GROUND	\$ 25.00 Plus CofC
DEMOLITION / TEARDOWN	\$ 25.00 Plus CofC
CAMPING TRAILER – ANNUAL PERMIT	\$ 100.00
CofO & CofC – WITH A BUILDING PERMIT	\$ 25.00
COMMERCIAL	
0 TO 4000 SQFT FLOOR SPACE	.12 SQFT \$ 20 minimum
4001 SQFT AND LARGER	.10 SQFT \$ 20 minimum
STORAGE BUILDING	.08 SQFT \$ 20 minimum
CofO & CofC – WITH A BUILDING PERMIT	\$ 25.00
NEW BUSINESS REVIEW + PERMIT	\$ 35.00
SITE PLAN REVIEW	\$ 250.00 PLUS ENGINEERING COSTS
RESIDENTIAL/COMMERCIAL	
SIGN PERMIT - PERMANENT	\$ 25.00 PLUS \$1.50 SQFT
SIGN PERMIT - TEMPORARY (30 DAY)	\$ 0.00
TANK INSTALLATION / REMOVAL	\$ 25.00
TOWERS	\$ 15.00 PER LINEAR FOOT
CofC & CofO - WITH OUT A BUILDING PERMIT	\$ 65.00
APARTMENT UNIT INSPECTION - CofC	\$ 15.00
SALE INSPECTION – Single Family – CofC	\$ 50.00
Multifamily - CofC	\$ 50.00 PLUS \$10.00 each additional unit
PLANNING/ZBA FEES	
SPECIAL USE PERMIT	\$ 65.00
APPLICATION for VARIANCE	\$150.00
APPLICATION for HOME OCCUPATION	\$ 65.00
APPLICATION for AMMENDMENT	\$ 125.00
SITE PLAN REVIEW – RESIDENTIAL	\$ 250.00 PLUS \$20 PER UNIT
SITE PLAN REVIEW - COMMERCIAL	\$ 250.00 PLUS \$2.50 / 1000 of value over 50k
FIRE INSPECTIONS	
YEARLY OPERATION AL USE PERMITS	NO Charge 1 st Year - \$15.00 each successive year – Existing \$ 15.00 1 st Year - \$15.00 each successive year – New
TEMPORARY CONSTRUCTION PERMITS	\$ 25.00 each occurrence