

Town of Dix

304 7th Street, Watkins Glen

535-7973

PERMIT APPLICATION

A” Building Permit” is good for one year and construction must begin within six months.

COMPLETE THE APPLICATION WITH BALL- POINT PEN ONLY

PROJECT LOCATION & INFORMATION:

Address _____

Tax map number of the property _____

Current use of the property _____

PROPERTY OWNER INFORMATION:

Name _____ Phone at home _____ at work _____

Cell phone _____ Address _____

City, State & Zip _____

APPLICANT INFORMATION: (MUST HAVE PROPERTY OWNERS APPROVAL)

Name _____ Phone at home _____ at work _____

Cell phone _____ Address _____

City, State & Zip _____

WHAT IS THE PERMIT FOR?

PERMIT APPLICANT: (PRINT NAME) I _____ affirm under penalty of law that I am authorized to make this application. And that all statements made by me on this application are true.

Applicant’s signature _____

Comments:

**** CONTINUE TO THE NEXT PAGE; DO NOT WRITE BELOW THIS LINE – OFFICIAL USE ONLY ****

Official application received by _____ Date _____

Forwarded to _____ Special approval required by _____

Town of Dix

PROJECT DESIGNERS AND CONTRACTORS

Designer:

Name: _____

Address: _____

City, State and Zip: _____

Phones: Office: _____ Cell: _____

General Contractor:

Name: _____

Address: _____

City, State and Zip: _____

Phones: Office: _____ Cell: _____

Electrical Contractor:

Name: _____

Address: _____

City, State and Zip: _____

Phones: Office: _____ Cell: _____

Plumbing Contractor:

Name: _____

Address: _____

City, State and Zip: _____

Phones: Office: _____ Cell: _____

Mechanical Contractor:

Name: _____

Address: _____

City, State and Zip: _____

Phones: Office: _____ Cell: _____

Other _____ Contractor:

Name: _____

Address: _____

City, State and Zip: _____

Phones: Office: _____ Cell: _____

Applicant supply extra sheets for any others that may be involved in the project.

Town of Dix

ACKNOWLEDGEMENT

IMPORTANT NOTICE: THIS IS PART OF THE PERMIT APPLICATION AND MUST BE READ AND SIGNED PRIOR TO SUBMITTING YOUR APPLICATION FOR A PERMIT.

1. The “Permit” must be posted on the premises for which it was issued so as to be visible from the street or road nearest to the site of the work being conducted and authorized by the permit.
2. All building construction be it new or remodeling of residential, commercial or even agricultural must comply with the NYS Uniform Fire Prevention and Building Code, the Energy Code and Local Laws and Ordinances.
3. No construction debris, trash, garbage, materials or other items shall be buried on the premises. All must be properly disposed of at a land fill or by other authorized means.
4. Each phase of the of the work listed on and authorized by the permit before it is covered-up must be visually inspected by the Code Enforcement Officer.
5. All required inspections are listed on the “Permit “. It is the applicants responsibility to see that the Code Enforcement office is notified at least 48 hours prior to when inspection is needed at 607-535-7973 Monday thru Friday between 7:30 AM and 12:00 PM. or leave a message on the answering machine anytime.
.WORK MUST NOT BE COVERED PRIOR TO INSPECTION OR THE COVERING MATERIALS MAY BE REQUIRED TO BE REMOVED AT THE OWNERS EXPENSE.
6. Only when each phase of work as listed on the permit, has been approved by the Code Enforcement Officer, can the work requiring inspection be covered.
7. A final inspection is required prior to moving into or occupying any space or using any appliance or equipment for which a permit was issued. (Such as a wood stove, swimming pool, a new home or an addition to a building.)
8. All parties involved in working on any project must meet the requirements for the Workers Compensation and Disability Insurance laws of NYS.

(Print) I, _____, *hereby attest that I am the lawful owner of the property described herewith or I am the lawful agent of said owner and affirm under penalty of perjury that all statements made by me on this application are true.*
Signature of the above named applicant _____ *Date* _____