

**BUILDING DEPARTMENT**  
**Town of Aurora/Village of East Aurora**  
**5 South Grove Street, East Aurora, NY**

Permit # \_\_\_\_\_  
 Reissue from \_\_\_\_\_

Phone (716) 652-7591  
 Fax (716) 652-3507

Circle one <b>Town or Village</b> Permit Fee \$ _____ <b>ZBA (\$75/\$100) Y or N</b>	Date _____ <b>Public Hearing and/or Mailing</b> <b>\$50.00/\$100.00</b>
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**APPLICATION FOR BUILDING PERMIT**

New Building	Addition	Demolition	Solid Fuel Appliance
Alteration-Renovation	Accessory Building	Accessory Structure	Special Use
Temporary Accessory Building	Tower	Generator	

**Location** \_\_\_\_\_ **SBL#** \_\_\_\_\_

1. Give a brief description of request/intention for building permit: \_\_\_\_\_
2. Existing use and occupancy Residential \_\_\_\_\_ Commercial \_\_\_\_\_ (Check which applicable)  
 Intended use and occupancy Residential \_\_\_\_\_ Commercial \_\_\_\_\_ (Check which applicable)  
**Are there any other dwellings on the parcel** \_\_\_\_\_
3. Size of completed building .....ft wide .....ft long .....ft high ..... stories Total sq ft.....
4. Estimated Cost (determined by Building Department) \* \_\_\_\_\_
5. Zone or use district in which premises are situated \_\_\_\_\_
6. Does proposed construction violate any zoning law, ordinance or regulation? \_\_\_\_\_
7. Name of Architect \_\_\_\_\_  
 Address of Architect \_\_\_\_\_ Phone Number \_\_\_\_\_
8. Name of Contractor \_\_\_\_\_  
 Address of Contractor \_\_\_\_\_ Phone Number \_\_\_\_\_
9. Name of Contractors Compensation Insurance Carrier \_\_\_\_\_  
 Number of Policy \_\_\_\_\_ Date of Expiration \_\_\_\_\_
10. Will electrical work be inspected by, and a Certificate of Approval obtained from an inspection agency approved by the Town of Aurora. Yes \_\_\_\_\_ No \_\_\_\_\_
11. DPW Action Required WATER TAP \_\_\_\_\_ SEWER TAP \_\_\_\_\_ CURB CUT \_\_\_\_\_ BACKFLOW PREVENTER \_\_\_\_\_  
 GREASE TRAP \_\_\_\_\_

<b>Bldg Dept Use Only</b> Examined _____ 20 _____ Approved _____ 20 _____ Disapproved _____ 20 _____	<b>ZBA</b> Reason _____ Approved/Denied _____ Case # _____
..... <b>Signature of Code Enforcement Officer/Building Inspector</b>	
<i>Receipt is hereby acknowledged of the sum of \$..... equal to the permit fee established by the Town Board of the Town of Aurora NY</i>	
..... <b>Town Clerk/ Deputy Clerk</b>	

**PLEASE READ BEFORE SIGNING APPLICATION**

- A) **This application must be completely filled in by typewriter or in ink and submitted** to the Building Department.
- B) Survey showing location of lot and of buildings on premises, relationship to adjoining premises or public streets or areas, and giving a detailed description of layout of property must be drawn on the diagram which is part of this application. Indicate distance to nearest building on adjoining lot.
- C) **This application must be accompanied by 2 complete set of plans (3 sets for commercial applications) showing proposed construction and 1 complete set of specifications.** Plans and specifications shall describe the nature of the work to be performed, the materials and equipment to be used and installed and details of structural, mechanical, electrical and plumbing installations.
- D) The work covered by this application may not be commenced before the issuance of Building Permit.
- E) Upon approval of this application, the Building Department will issue a Building Permit to the applicant. Such permit shall be kept on the premises available for inspection throughout the progress of the work.
- F) No building shall be occupied or used in whole or in part for any purpose whatsoever until a Certificate of Occupancy shall have been granted by the Building Department.
- G) A building permit is issued with the express understanding that the applicant agrees to construct a sidewalk, where applicable, along the street frontage of the lot in accordance with the Village Ordinance and according to line and grade established by the Superintendent of Public Works.
- H) Commercial Permit Applications must be accompanied by NYS Health Department applications for **Backflow Prevention.**
- I) Commercial Plans must indicate size, type and location of **Grease Traps.**
- J) All applications affecting more than one acre of land must be accompanied by a storm water plan in compliance with NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION REQUIREMENTS.
- K) Curb Cut Applications must be picked up and filed with the Department of Public Works (Pine St. Extension)

**APPLICATION IS HEREBY MADE to the Code Enforcement Officer for the issuance of a Building Permit pursuant to the NEW YORK UNIFORM FIRE PREVENTION AND BUILDING CODE for the construction of buildings, additions and alterations, as herein described. The applicant agrees to comply with all applicable codes, laws, and regulations. The undersigned hereby certifies that all of the information contained in this application is correct and true.**

Name of owner (Please Print) \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF OWNER

\_\_\_\_\_  
DATE

**IF OWNER OF PROPERTY IS A CORPORATION, FILL IN LOWER SECTION**

STATE OF NEW YORK  
COUNTY OF ERIE

ss:

\_\_\_\_\_ being duly sworn deposes and says that he is the  
applicant

(Name of individual signing application)  
above named. He is the \_\_\_\_\_ of said owner or  
owners, and

(corporate officers, etc.)  
and is duly authorized to perform or have performed the said work and to make and file this  
application: that all statements contained in this application are true to the best of his knowledge  
and belief, and that the work will be performed in the manner set forth in the application and in the  
plans and specifications filed therewith.

\_\_\_\_\_

(Signature of Applicant)

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

\_\_\_\_\_

(Signature of Notary)

Notary Seal

### **Plot Diagram**

Locate clearly and distinctly all buildings, whether existing or proposed, and indicate all set-back  
dimensions from property lines. This information may be indicated on a copy of the survey.