

Town of Concord
86 Franklin Street
PO Box 368
Springville, NY 14141

Code Enforcement Officer
Jeff Singleton
Telephone (716) 592-4946 x 314
Cell (716) 863-0362

**TO OBTAIN A BUILDING PERMIT,
THE FOLLOWING IS PERMIT:**

1. Two sets of construction plans showing:
 - (a) Floor plans
 - (b) Typical sections

*One set of plans will remain with the CEO. The second set will be returned to the applicant to be kept at the work site so as to be available for use by the CEO.

2. Certificate for septic system approval from Erie County Board of Health is required.
3. An excavation permit, if required, must be obtained through the Highway Department for front culvert pipe and road cut for sewer (required for dwellings not in a subdivision).
4. Any residential building or addition thereto, requires a professional architect or engineers' stamp registered in New York State.
5. If a house number is needed, please have your culvert in and a sign with your name on it by the driveway. House numbers are obtained from the Town of Concord Assessor's Office. Please contact that office at 592-4947 as soon as possible or in person during regular business hours. The assigned number should be posted at the driveway at all times.

Please see the attached Construction Inspection Checklist for additional requirements.

**Town of Concord
Code Enforcement/Building Inspector**

86 Franklin Street
P.O. Box 368
Springville, NY 14141
(716)592-4946 x 314
Cell (716) 863-0362

Building Permit Number: _____

Owner Name: _____
(please print)

Location: _____

Date Received: _____

New Permit Application _____ Renewal Permit Application _____

Permit Fee \$ _____

Paid \$ _____ cash check # _____

Received: _____ By: _____

To the best of my knowledge, the foregoing application and plans conform to the codes and policies of the Town of Concord.

Code Enforcement Officer Date

Town of Concord Building Permit Application

Property Address: _____

SBL# (attach copy of tax bill): _____

Zone: _____

Applicant is: Property Owner Contractor Other _____

Name: _____

Address: _____

Phone No. _____ Day Phone/Cell No. _____

Signature: _____ Date: _____

Application is hereby made for permission to:

| | | | |
|--------------------------------|--------------------------------|---------------------------------|-------------------------------|
| <input type="checkbox"/> Build | <input type="checkbox"/> Alter | <input type="checkbox"/> Repair | <input type="checkbox"/> Move |
|--------------------------------|--------------------------------|---------------------------------|-------------------------------|

To be used as:

| | | | |
|--|---|------------------------------------|---|
| <input type="checkbox"/> Single Dwelling | <input type="checkbox"/> Alteration | <input type="checkbox"/> Pole Barn | <input type="checkbox"/> Deck |
| <input type="checkbox"/> Double Dwelling | <input type="checkbox"/> Addition | <input type="checkbox"/> Barn | <input type="checkbox"/> Patio |
| <input type="checkbox"/> Apartment | <input type="checkbox"/> Major Renovation | <input type="checkbox"/> Garage | <input type="checkbox"/> Porch |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Car Port | <input type="checkbox"/> Gazebo |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Shed | <input type="checkbox"/> Swimming Pool* |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Other |

*A permit for a swimming pool covers the pool only. If a deck is to be installed, a separate permit will be required for the deck.

Building

Addition

Size: _____ feet long: _____ feet wide: _____ feet high: _____

North South East West side of Street: _____

Highway: Town _____ County _____ State _____

House Number: _____ Zoning: _____

Lot Dimensions: _____ Square Footage: _____

Feet from Lot Lines: Front: _____ Side _____ Rear _____ Corner Lot _____

The estimated value of project exclusive of land is: \$ _____

Permit No. _____
Year _____

State type and use of other buildings on the same lot: _____

**Deed Restrictions: The Town of Concord is not responsible to enforce deed restrictions. Refer to your deed for any restrictions.*

Name of Building Contractor: _____ Phone No. _____
Address: _____

Workers Compensation Ins.: _____ NYS Disability Ins.: _____
Plumbing Contractor: _____ Phone No. _____
Address: _____

Type of Sewage:
Public Sewer, Permit No. _____ Private Septic System, Letter of Approval _____

Project Information: one story two story attached garage, capacity (cars) _____

Permit No.: _____ **Issued:** _____

No person shall make any change in plans herewith submitted for specifications herein contained, or in the structural part of the building without written consent of the Building Inspector. Plans must be submitted with this Application and must comply with State Building Construction Code.

Owner Signature: _____ Phone: _____
Address: _____

I have reviewed the foregoing Application and building plans and the premises as described to the extent that the items indicated herein conform to Building Code, Sanitary Code and safety requirements and the Codes of the Town of Concord.

Permit Fee: \$ _____ + Additional Fee (if applicable) \$ _____ = Total Fee \$ _____

Town of Concord Code Enforcement Officer

**TOWN OF CONCORD
BUILDING PERMIT/FEE SCHEDULE §162-1**

New Home Permits:

\$300 up to 2,000 square feet
\$100 each additional 1,000 square feet or portion thereof

Accessory Buildings:

\$25 all storage sheds up to 144 square feet
\$100 all garages, pole barns, decks, porches, sheds & storage buildings up to 1,000 square feet
\$150 garages, pole barns, decks, porches, sheds & storage buildings over 1,000 square feet

Commercial Permits:

\$500 for 1st 10,000 square feet
\$100 each additional 10,000 square feet or portion thereof
\$500 for 1st addition or alteration of 10,000 square feet or portion thereof
\$100 each additional addition or alteration of 10,000 square feet or portion thereof

*Exception: Where owner of residential property located in a commercial district (C2) who wants to improve their residential property, not the commercial property, will be charged the residential building permit fee. If at any time the permitted structure is used for business purposes, it shall void the original fee and the business fee shall be reinstated.

Miscellaneous Permits:

\$50 pools (in ground & above) spas, hot tubs, etc. *See State regulations for fence
\$50 solid fuel burning stoves/furnaces or chimney inspections
\$50 demolition of building
\$50 inspections relative to major renovations, insurance requests, realty inspections, mortgagor-mortgagee inspections, estate and litigation, and re-issue of certificate of occupancy inspection
\$75 alterations to building

Additions:

\$75 up to 500 square feet
\$100 501 to 1,000 square feet
\$125 1,001 to 1,500 square feet
\$150 1,501 to 2,000 square feet
\$175 2,000 square feet and over

Wind Energy Conversion Systems:

Commercial: \$300 per megawatt of generating capacity; fee is nonrefundable
Small Scale: \$1 per linear foot in height or \$25 minimum

Re-issue: Fee is half the original permit fee

Fees are doubled for any building which is started without obtaining a building permit

CONSTRUCTION INSPECTION CHECKLIST

Jeff Singleton, CEO
(716) 592-4946 x 314 office
(716) 863-0362 cell

Name: _____ Location: _____ Permit# _____

- A reasonable means of ingress must be provided to each structure and floor level.
- All required inspections must be called in 24 hours in advance by the owner or contractor at the above telephone numbers.

ELEMENTS TO BE INSPECTED

INSPECTIONS MUST BE FOLLOWED IN THE ORDER BELOW:

- WORK SITE
- FOOTINGS, FOUNDATIONS, UNDERDRAINS/
PREPARATION FOR CONCRETE SLAB
- FRAMING
- BUILDING SYSTEMS & ROUGH IN
- FIRE RESISTANT CONSTRUCTION & PENETRATIONS
- SOLID FUEL BURNING HEATING APPLIANCES/CHIMNEYS/
FLUES OR NATURAL GAS VENTS
- ENERGY CODE COMPLIANCE
- ALL PLUMBING INSPECTIONS & PRELIMINARY ELECTRICAL
INSPECTIONS
- INSULATION
- DRYWALL & ANY FIRE BARRIERS
- FINAL INSPECTION FOR CERTIFICATE OF OCCUPANCY-All
construction must be completed as per the approved plans and
specifications, favorable reports received from all applicable agencies
involved with the project and all testing completed with report results
received. The Certificate of Occupancy must be issued prior to any
building or part thereof is occupied. ALL FINAL ELECTRICAL
INSPECTIONS, WATER TESTING & SEPTIC SYSTEM APPROVAL
MUST BE COMPLETED BEFORE A CERTIFICATE OF
OCCUPANCY WILL BE ISSUED.

Applicant

Dated: _____