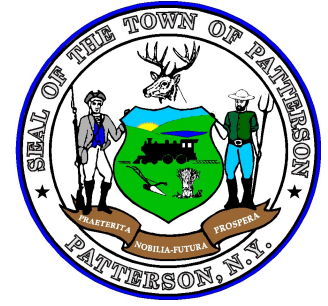


Office of Code Enforcement
Town of Patterson
1142 Route 311 | P.O. Box 470 | Patterson, NY 12563
845.878.6319 | buildingdepartment@pattersonny.org



Office Use Only

Permit #: _____

Date Received: _____

Total Fee Due: _____

Receipt #: _____

Outstanding Balance: _____

Building Permit Application

Instructions: This application must be accompanied by three (3) sets of complete plans and specifications, including all information required by the Zoning Ordinance. Additional information may be requested by the Building Inspector pursuant to New York State Building Code. Inspections must be scheduled no less than 24 hours in advance. Allow ample time for application review prior to permit issuance; this may take several weeks.

Fee Details: Any fees submitted for which a refund is requested will be refunded to the homeowner unless authorized by the homeowner to be refunded to another party, regardless of what party made initial payment. Be aware that the \$75.00 Application Fee is non-refundable, whether a project proceeds or not.

Property Information

Residential Commercial Industrial Other: _____

Property Tax Map #: _____ Zoning District: _____ Lot Area: _____

Property Address: _____ City: _____ State: _____ Zip: _____

Property Owner Information

Last Name: _____ First Name: _____

Corporation/Partnership/Other: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Email: _____ Phone: _____

Project Details*

Existing Use: _____

Proposed Project*: _____

Estimated Cost of Proposal (Fair Market Value): \$ _____ . _____

** No building shall be occupied or used in any capacity until a Certificate of Occupancy has been issued.*

Contractor Information**

Business Name: _____

Mailing Street Address: _____ City: _____ State: _____ Zip: _____

Email: _____ Phone: _____

PC Contractor's License Number: _____ *(copy must be attached)*

**** All HVAC, plumbing, and electrical work must be done by contractors licensed by Putnam County to do so. Separate permits building, plumbing, fuel/gas, and/or electrical permits will be required.**

Structure Dimensions:

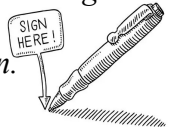
	Width	Depth	Height
<i>Existing</i>	_____ ft. _____ in.	_____ ft. _____ in.	_____ ft. _____ in.
<i>Proposed</i>	_____ ft. _____ in.	_____ ft. _____ in.	_____ ft. _____ in.

Patterson Town Code Section 64-7J: Time Limits

- 1. "Building permits shall become invalid unless the authorized work is commenced within 6 months."**
- 2. "Building permits shall expire 12 months after the date of issuance." It is the property owner's responsibility to track the permit expiration date and renew the permit, submit any outstanding items needed for permit closure, or call for a final inspection prior to that date. Any additional fees incurred for late renewals or permit closures are the responsibility of the homeowner.**

Applicant Certification***

I, _____, do hereby certify that the above statements are true to my knowledge
Applicant Name
 and belief, and that the proposed construction does not violate any Zoning Ordinance law or regulation.



Applicant Signature: _____ **Date:** ____/____/____

***** If anyone other than the property owner is signing as the applicant, we require an affidavit granting that party permission to act on the applicant's behalf be attached to the application.**

Office Use Only

Approved _____
CEO

Denied _____
CEO

Reason for Denial: _____