



**Application for Building Permit**  
**TOWN OF DUANESBURG**  
5853 Western Turnpike  
Duanesburg, NY 12056

Building Department  
518-895-2040

APPLICATION IS HEREBY MADE to the Building Department for the issuance of a Building Permit. The Applicant or Owner agrees to comply with all applicable laws, ordinances, regulations and all conditions expressed on this application which are part of these requirements, and will allow all inspections as required. A BUILDING PERMIT IS REQUIRED BEFORE commencing construction or other improvement, removal, relocation, or demolition of any building or structure (including barns, farm residences and other structure) and BEFORE the installation of heating equipment or LP Gas and wood burning devices. Undertaking activity that requires a building permit prior to obtaining such permit is prohibited. Once obtained the Building Permit must be made visible from the street or road.

Date \_\_\_\_\_ 20\_\_\_\_

Applicant's Name \_\_\_\_\_

Applicant is (Check one or more): ☐ Owner ☐ Agent  
☐ Engineer/Architect ☐ Contractor ☐ Other (Specify): \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

Owner's Name \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

Property Location of Proposed Construction \_\_\_\_\_

\_\_\_\_\_ Municipality \_\_\_\_\_

Wages are being paid for performance of work ☐ yes ☐ no

If yes, provide proof of Workers Compensation:  
(Form C-105.2 or CE-200 for Sole Proprietor)

If a Sanitation Permit is required, it must be obtained prior to issuance of a building permit.

Permit# \_\_\_\_\_

Tax Map # \_\_\_\_\_

**BUILDING SET BACKS:** Please Attach Plot Plan

Zoning District \_\_\_\_\_ Lot Size \_\_\_\_\_

Front Yard Depth \_\_\_\_\_ Feet

Right Side Yard Width \_\_\_\_\_ Feet

Left Side Yard Width \_\_\_\_\_ Feet

Rear Yard Depth \_\_\_\_\_ Feet

Bldg. Height \_\_\_\_\_ Feet \_\_\_\_\_ Stories

Floor Area \_\_\_\_\_ Sq. Ft.

Proposed Building Size \_\_\_\_\_

Proposed Addition Size \_\_\_\_\_

Existing Use of Property \_\_\_\_\_

Explain Proposed Use \_\_\_\_\_

Water Supply: ☐ Municipal water supply ☐ New Well  
☐ Existing Well

Estimated Cost \$ \_\_\_\_\_

**NOTE: Inspections by Building Department are required at the following schedule (You must call for inspections)**

- 1. Footing Inspection, prior to pouring concrete
- 2. Foundation Inspection, prior to pouring concrete
- 3. Foundation Inspection, LP or gas prior to backfilling.
- 4. Framing Inspection, rough plumbing, rough electrical, rough HVAC.
- 5. Insulation Inspection, prior to enclosing any walls.
- 6. Final Inspection, when all work has been completed.

- Construction work not in compliance with code provisions shall be required to remain exposed until it has been brought into compliance with the code, been reinspected, and been found satisfactory as completed.

**NO BUILDING SHALL BE OCCUPIED OR USED IN WHOLE OR IN PART FOR ANY PURPOSE WHATSOEVER UNTIL A CERTIFICATE OF OCCUPANCY HAS BEEN GRANTED BY THE BUILDING DEPARTMENT.**

Note: THIS BUILDING PERMIT EXPIRES \_\_\_\_\_  
ONE (1) YEAR FROM DATE OF ISSUANCE. \_\_\_\_\_ Signature of Owner, Applicant or Agent  
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(For Office Use Only)

The above application is hereby (approved) or (disapproved) and permission (granted) or (denied) for the construction, reconstruction or alteration of a building, accessory structure or other work as declared above.  
Reason for refusal of permit:

\_\_\_\_\_ per section \_\_\_\_\_ of the Town of Duanesburg Zoning Ordinance.

\_\_\_\_\_ 20\_\_\_\_  
Building & Sanitation Inspector \_\_\_\_\_ Date \_\_\_\_\_

Fee (includes certificate of occupancy)  
\$ \_\_\_\_\_ ☐ Cash ☐ Check # \_\_\_\_\_ Date Pd \_\_\_\_\_

**THREE sets of stamped construction documents must be submitted with application.**