



The Village of Watkins Glen
 303 North Franklin Street
 Watkins Glen, NY 14891
 Phone: (607)-535-2736
 Fax: (607)-535-7621
 TTY: (800) 662-1220

General Zoning and Building Permit Application

Office use - Date: _____ Receipt #: _____ Permit # _____

Landowner - Name: _____ Phone: _____
 Address: _____

Contractor - Name: _____ Phone: _____
 Address: _____

Designer - Name: _____ Phone: _____
 Address: _____

Project - Address: _____ Zone: _____
 Tax Map #: _____ Project Cost: \$ _____ Permit Fee: \$ _____

Specifics (check which apply): Residential Commercial
 New Construction Renovation, Alteration, Conversion

Description of Proposed Work: _____

Compliance - Does this project comply with all Village of Watkins Glen Zoning regulations?
 Yes No IF "NO" DO NOT PROCEED, A PERMIT CANNOT BE ISSUED.

Does this project require a Site Plan Review by the Village Planning Board?
 Yes No IF "YES" DO NOT PROCEED, A PERMIT CANNOT BE ISSUED.

Requirements - This application must be accompanied by the following:

1. A set of specifications describing the nature of the work to be performed, the materials to be used and installed and, if applicable, details or structural, mechanical, electrical and plumbing installations.
2. A plot plan showing the location of the lot and buildings on premises, relationship to adjoining premises or streets, and details of the project.
3. An affidavit by the owner (if this application is not signed by the owner) stating that the proposed project and associated inspections are authorized.
4. Contractor's proof of Liability insurance and, either proof of Workers Compensation and Disability coverage, or documentation of exemption from same.

By signing this form, I certify that the information I have provided is true and accurate to the best of my knowledge. I also understand that the work described on this application cannot be commenced before the issuance of a building permit. I also authorize the Code Enforcement Officer permission to inspect the premises with out the need of a search warrant. I understand that making false statements on this document is punishable by law.

Applicant: _____ Date: _____ Landowner: _____ Date: _____