For Office Use Only							
Date R	eceived		_By				
Paid	Yes	No	Amount				
Entered in software Yes No By							
Approved / Disapproved By #							

## Village of Hilton

59 Henry St. Hilton, NY 14468 Telephone: (585) 392-4144 Fax: (585) 392-5620 Website: hiltonny.org

## **BUILDING PERMIT APPLICATION**

New Structure_		Addition	_Remodel	Demolition	n	Fence	
Pool	_Deck	Shed	Sto	ve/Fireplace	Sign		
Other			Estimated cost of Construction_				
PROPERTY A	DDRESS_						
Tax map parcel	#		_Dimensions	of Project	X	_ Square Footage	
Description of w	ork						
Contractor Name	e & Addres	s:					
Contractor's cer	tificates of	insurance are at	tached*: Liabi	lityV	Vorkers Compe	ensation	
*If certificates a	re not subm	nitted, Applicant	t <u>must</u> complet	te a form indica	ting no insuran	ce is required	
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## **Instructions**

- 1. This application must be clearly printed and submitted to the Village Office for review by the Building Inspector.
- 2. A site plan must be provided to show lot dimensions and the location of the proposed structure on the lot.
- 3. This application must be accompanied by three complete sets of plans. If the proposal is for a new residential, business or industrial structure, the plans must have been prepared and/or approved by an Architect or Professional Engineer licensed to practice in New York State.
- 4. Upon issuance of a permit, it shall be conspicuously posted on the property and shall remain posted until construction is completed and approved.
- 5. Applicants/developers must furnish certificates of liability and worker's compensation insurance or complete a form indicating no insurance is required.
- 6. Any fees incurred through professional services provided by the Village of Hilton's engineer, attorney or planning consultant and legal publications, shall be paid by the applicant/developer prior to the issuing of a certificate of occupancy or compliance.
- 7. It is the responsibility of the applicant/developer to call for required inspection, but during the construction period the property is subject to inspection at any time during normal working hours by Village Code Enforcement Officials or their designated agents. Please allow 24 hours for normal inspections.

11		I herby certify that I am the title owner of the property identified in the above application and that the applicant named is authorized to make the application described herein.			
Applicant Signature		Owner Signature			
Applicant Name Printed		Owner Name Printed			
Mailing Address	_	Mailing Address			
	/		/		
Phone#	Fax#	Phone#	Fax#		
	/		/		
Cell#	E-Mail address	Cell#	E-Mail address		