



**Town of Alden**  
**Building Department**  
 3311 Wende Road  
 Alden, New York 14004  
 (716) 937-6969 ext 4  
 www.alden.erie.gov

**Building Permit #** \_\_\_\_\_  
**Permit Renewal** \_\_\_\_\_

**Date:** \_\_\_\_\_

**APPLICATION FOR CONSTRUCTION, ALTERATION OR PLACEMENT OF BUILDINGS**

Approval requested to \_\_\_\_\_ construct a building on premises owned by \_\_\_\_\_  
 \_\_\_\_\_ alter \_\_\_\_\_  
 \_\_\_\_\_ place located on \_\_\_\_\_ Road, Town of Alden, Erie County

SBL # \_\_\_\_\_ Lot Size: \_\_\_\_\_

**BUILDING PLANS FOR ADDITIONS TO HOMES:** Plans and Specifications must be prepared by a licensed professional. They will be acceptable under the State Energy Conservation Construction Code provided such engineer or architect has certified that the plans and specifications have been prepared by him and are in compliance with this code.

Project Type: \_\_\_\_\_

Bldg. Height: \_\_\_\_\_ Bldg. Frontage: \_\_\_\_\_ Bldg. Depth: \_\_\_\_\_

Distance from Town, County, or State Right of Way: \_\_\_\_\_ Side lines distances: \_\_\_\_\_ ft. & \_\_\_\_\_ ft.

First Floor area exclusive of garage and/or porches: \_\_\_\_\_ sq. ft.

**CONSTRUCTION MATERIALS:**

WALLS- Interior: \_\_\_\_\_ Roof: \_\_\_\_\_

WALLS- Exterior \_\_\_\_\_ Floors: \_\_\_\_\_

FOUNDATION: \_\_\_\_\_ Depth below grade: \_\_\_\_\_ ft. Water/Sewage: New:\_\_\_ Existing: \_\_\_

Is property in floodplain or wetlands? \_\_\_ YES \_\_\_ NO Note: \_\_\_\_\_

Driveway permit required (new road cut)? \_\_\_ YES \_\_\_ NO Town road \_\_\_\_\_ County road \_\_\_\_\_ State road \_\_\_\_\_

**ESTIMATED COST:** \$ \_\_\_\_\_ Approx. Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

**CONTRACTOR:** (see item #9 on page 2)

Name: \_\_\_\_\_

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

City, State, Zip: \_\_\_\_\_

Phone No: \_\_\_\_\_

Insurance Expiration: \_\_\_\_\_

Electrical Inspector: \_\_\_\_\_

**APPLICANT:**

Name: \_\_\_\_\_

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

City, State, Zip: \_\_\_\_\_

Phone No: \_\_\_\_\_

**Permit Issue Date:** \_\_\_\_\_

**Certificate of Occupancy Fee Paid:** \$ \_\_\_\_\_

**Permit Expiration Date:** \_\_\_\_\_

**Permit Fee Paid:** \$ \_\_\_\_\_

**Permit Renewal Date:** \_\_\_\_\_

**Total Fee Paid:** \$ \_\_\_\_\_

**6-Month Expiration Date:** \_\_\_\_\_

**Renewal Fee Paid:** \$ \_\_\_\_\_

**Cash:** \_\_\_\_\_ **Check #** \_\_\_\_\_

**APPROVED BY:** \_\_\_\_\_  
 Christopher M Snyder, Code Enforcement Officer

Dwelling permits are subject to compliance with the Erie County Health Department Sanitation Requirements. Permits for structures other than dwellings are issued subject to the provision that such structures may not be used for dwelling purposes at any time.

1. You are alerted that the issuance of this permit shall not be construed as a representation that the property is suitable for construction or that approval from the D.E.C., E.P.A. or the Army Corps. Of Engineers will be forthcoming for the property.
2. Driveway- Stone base in driveways to be in place prior to construction start. Contractor or owner is responsible for keeping streets free from mud, stones and construction debris.
3. Construction Debris- All debris related to alterations, additions or new construction shall be deposited in a container and removed periodically as conditions warrant. Debris may not be burned or buried.
4. A reasonable means of egress must be provided to all floor levels of each structure.
5. This permit may be subject to requirements for making facilities accessible to and usable by handicapped people.
6. New York State Uniform Fire Prevention & Building Code applies.
7. No construction is allowed over or under utility lines, Pipeline Company transmission lines or septic systems.
8. First floor grade elevation must be a minimum of 1-1/2 feet above the crown of the road.
9. Prior to issuance of building permit, contractors must provide acceptable insurance certificates for Worker's Compensation, Disability and Liability. These certificates must name "Town of Alden" as certificate holder. Owners performing work on their own property of 4 residential units or less must provide a homeowner's affidavit in lieu of insurance certificates. If construction starts prior to Town receiving certificates, a STOP WORK ORDER will be issued.
10. Septic systems and water wells must be inspected and approved by the Erie County Health Department (961-6800).
11. Electrical Inspection is required: call Commonwealth Electrical Inspection Service (316-7091), National Electrical Certified Inspections {716-912-3647} or Atlantic-Inland, Inc. (716 731-4748).
12. Residential concrete floors are to be a minimum of 4" thick.
13. Perimeter drains in basement with a sump hole are required.
14. The exterior of basement walls must be damp-proofed.
15. Back-flow preventers are required on all city water services as per N.Y. State Sanitary Code.
16. Copper tube solder joints for potable water to be 0.2% or less lead content.
17. Ridge and soffit vents are required on all heated buildings.
18. Roof- Asphalt shingles to be a minimum 235#, Fiberglass 215# both with 15# felt.
19. Insulation is required in hollow areas of framing, in corners and where interior portions attach to exterior walls.
20. Attached garages to have a firewall with ¾ hour rating where attached, that runs all the way up to peak on both sides or entire garage ceiling. Doors and frames in this wall to be fire rated.
21. Drainage Site Plan may be required for all buildings over 500 sq. ft.
22. Your 4" house number must be prominently displayed before a Certificate of Occupancy is issued.
23. For lots 1 acre or more: A copy of the notice of Intent (N.O.I.) and Stormwater Pollution Prevention Plan (SWPPP) as required by the New York State Department of Environmental Conservation SPDES General Permit for Stormwater Discharges from Construction Activity (Permit No. GP-02-01) must be filed with the Town prior to issuance of building permit. Per the DEC regulations, construction cannot begin until the required time period for NYS DEC review has passed:

***For projects conforming to the NYS DEC's recommended standards, construction cannot begin until (5) business days from the date the NYS DEC receives a copy of the NOI; or the applicant receives an Acknowledgement Letter from the NYS DEC.***

***For projects that deviate from the NYS DEC's recommended standards, construction cannot begin until (60) business days from the date the NYS DEC receives a copy of the NOI; or the applicant receives an Acknowledgement Letter from the NYS DEC.***