

Town of Bristol

6740 County Road 32 • Canandaigua, NY 14424 • (585) 229-2440

GENERAL BUILDING PERMIT APPLICATION

1. **Subject Property** Address: _____
Tax Map Number: _____ Zoning District: _____

2. Name and Address of **Property Owner**: _____

Telephone: _____ Email: _____

3. Name and Address of **Applicant** *if not property owner*: _____

Telephone: _____ Email: _____

4. Scope of work – including the **total square footage** of the project if applicable:

5. Project Cost Estimate (Materials & Labor): _____

6. Contractor Information:

General Contractor: _____
Address: _____
Telephone: _____ Email: _____

CONTRACTOR INSURANCE CERTIFICATES REQUIRED PER NYS:

WORKER COMPENSATION (C-105.2 or U-26.3) *and* (DISABILITY) DB-120.1

OR

CONTRACTORS & HOMEOWNERS MAY COMPLETE A CERTIFICATE OF ATTESTATION OF EXEMPTION (CE-200)

**PLEASE NOTE THAT WE CANNOT ACCEPT ACORD FORMS AS PROOF OF INSURANCE. THANK YOU.*

ADDRESS

SCOPE

***Property Owner is responsible for any consultant fees
(Town Engineer, Town Attorney, etc.) incurred during the application process.***

Please note that the **Property Owner** is responsible for all consultant fees during the review of this application including legal, engineering, or other outside consultants. Applications submitted to the Town of Bristol Planning Board will normally receive chargeback fees of at least five hours to ten hours for planning services including intake, project review, resolution preparation, SEQR, and findings of fact. PLEASE NOTE that the number of hours will be SIGNIFICANTLY INCREASED due to incomplete applications, plans lacking detail, or repeated continuations. Subdivision applications and larger commercial or industrial projects traditionally require more hours of engineering, legal, and other consultant review and preparation and will incur higher costs. Applications for new construction may be referred to the Town Engineer for engineering review which may include at least an additional eight to twelve hours of review time. The **Property Owner** will also be responsible for legal fees for applications submitted to the Town of Bristol Planning Board, Zoning Board of Appeals, or the Town of Bristol Development Office. Fees for engineering and legal expenses traditionally range between one hundred and one hundred fifty dollars per hour. A copy of the Town's annual fee schedule is available upon request from the Development Office or the Town Clerk's Office. The **Property Owner's** signature below indicates that the **Property Owner** understands that the **Property Owner** will be responsible for all outside consultant fees incurred as a result of the submitted application, and consents to these charges. Additionally, projects approved by the Town of Bristol Planning Board may be required to pay a parks and recreation fee as established by the Town Board if required as part of the conditions of approval.

The undersigned represents and agrees as a condition to the issuance of this permit that the development will be accomplished in accordance with the Town Zoning Law, the New York State Uniform Fire Prevention and Building Code, and the plans and specifications annexed hereto.

Owner's Signature: _____ **Date:** _____

PERMIT WILL NOT BE ISSUED WITHOUT PROPERTY OWNER SIGNATURE.

PLEASE INCLUDE APPLICABLE CONSTRUCTION PLANS AND DETAILS

ADDRESS

SCOPE

For Town Office Use Only

Application requires review by Planning Board and/or Zoning Board of Appeals?

YES

NO

Zoning Officer

Date

Floodplain Development Permit Required?

YES

NO

Comments:

Permit Approved?

YES

NO

Code Enforcement Officer

Date

Permit Issued	Permit Number	Fee
Building Permit Fee (non-refundable)		