

APPLICATIONS FOR NEW CONSTRUCTION

OWNER CHECK LIST

1. Must obtain a building permit.
2. If parcel is part of municipal water and/or sewer, tap applications may be obtained at the York Town Office. If not part of municipal system, the owner **MUST APPLY THROUGH THE LIVINGSTON County Department of Health, 243-7280, for procedures. Once approval has been made by the Health Department, a copy of it must be submitted with the building permit application.**
3. Contact the York Highway Superintendent, George Worden at (shop) 243-2585 or (cell) 750-7528, for details and site review pertaining to a driveway permit.
4. A copy of NYS Engineer's stamped plans must accompany the completed Building permit application for buildings with a construction cost of \$20,000 or more.
5. A plot plan is required showing location of the structure on the property and distances to other buildings and property lines, for review by the Zoning/Code Enforcement Officer.
6. A copy of the contractors' certificate of workers compensation must accompany the application for a building permit.
7. Upon submittal of the completed building permit application the Zoning/Code Enforcement Officer will determine if a house number needs to be issued for the structure.

*Once these steps have been followed and approved, the building permit will be issued. The home owner will be contacted for permit fees and pick Up. **Please allow 3 to 4 days for application processing.***