



Building Department

Town Hall, 363 Underhill Avenue, Yorktown Heights, NY 10598
Tel. (914) 962-5722 ext.233 Fax (914) 962-1731

Application for a Building Permit

APPLICATION No. (Office use only) APPLICATION FEE DATE:
PERMIT No. DATE:

Applicant: Complete all information lines, below, except those marked "Office use only".

Section: Block: Lot: Verified by Date

Zoning District Size of Lot (square feet)

Address/Location of proposed construction

Proposed Construction

Name of Owner: Telephone #:

Present Address of Owner*

Contractor Telephone #

Address Fax/Email

Westchester County Home Improvement Contractors Lic. #

Architect or Engineer Telephone #

Address Fax/Email

Total estimated cost of construction \$ Total square footage of proposed construction

The undersigned applicant hereby agrees to comply with all applicable provisions of the Code of the Town of Yorktown, and with all other Laws, Codes, Rules and Regulations applicable to the proposed construction.

NAME OF CONTACT PERSON (Please print)

SIGNATURE OF OWNER / AGENT*

* If signed by other than the owner, a letter of authorization from the owner must be submitted with this application.

DAYTIME TELEPHONE NUMBER

FAX NUMBER

EMAIL ADDRESS

(Office use only) The submitted construction plans substantially comply with the Code of the Town of Yorktown and the New York State Uniform Fire Prevention and Building Code... The square footage of the proposed work is. Cost of proposed work is \$. The Building Permit fee is \$ + CO Fee \$ Total Permit Fee is \$ in accordance with Chapter 15 of the Code of the Town of Yorktown (See reverse side). DATE: BUILDING INSPECTOR, TOWN OF YORKTOWN

(Office use only)

W.C.D.H. CONST. PERMIT # _____ DATE _____
 SEWER PERMIT # _____ DATE _____ SEQRA _____ DATE _____
 DRIVEWAY PERMIT # _____ DATE _____ ZBA _____ DATE _____
 STREET OPENING PERMIT # _____ DATE _____ ABACA _____ DATE _____
 WATER PERMIT # _____ DATE _____
 WETLAND/EXCAVATION/SWPPP PERMIT _____ DATE _____
 N.Y.C.D.E.P. _____ DATE _____ N.Y.S.D.O.T _____ DATE _____
 OTHER _____

- **Note: If work is started prior to the issuance of a building permit, the fee will be Two times the original fee.**
- Building permits are valid for one (1) year from issue date. Permits may be renewed a maximum of two (2) times.
- If a Building Permit is withdrawn, the applicant is entitled to a 50% refund of the fee paid, provided no work has started.
- A building or structure erected or altered under a Building Permit may not be occupied or used until a **Certificate of Occupancy** has been issued by the Building Department.

Application Fee: Fees are non-refundable. Payable at the time the application for a Building Permit is submitted.

Residential addition, alteration or accessory structure, up to \$2,000 total value of work----- \$ 75.00
 Residential addition, alteration or accessory structure, over \$2,000 total value of work----- \$ 125.00
 New Single-family dwelling or multi-family/unit----- \$ 325.00
 Non-residential addition or alteration----- \$ 175.00
 New Non-residential structure----- \$325.00

Application fees are non-refundable, and will be subtracted from the final Building Permit fee upon issuance.

Building Permit Fee: Based upon the total square footage of proposed construction:

New Construction – Single family, Two-Family & Multi-family (finished spaces) \$ 1.75/sq. ft.
 New Construction – Single family, Two-Family & Multi-family (unfinished spaces) \$ 1.00/sq. ft.
 New Construction – Business, Commercial, Retail, Institutional (Building shell only) \$ 2.00/sq. ft.
 New Construction – Business, Commercial, Retail, Institutional (Interior) \$ 1.00/sq. ft.
 Renovation – Single family, Two-family & Multi-family (up to \$ 5,000 value) \$ 300 Flat Fee (min Charge)
 Renovation – Single family, Two-family & Multi-family \$ 1.00/sq. ft.
 Business, Commercial, Retail, Institutional (up to \$ 10,000 value) \$ 350 Flat Fee (min Charge)
 Business, Commercial, Retail, Institutional (up to \$ 50,000 value) \$ 1,500 Flat Fee (min Charge)
 Business, Commercial, Retail, Institutional \$ 1.00/sq. ft

FINAL SUMMARY

(Office use only)

Finished Basement _____ Finished Second Story _____
 No. of Bedrooms _____ No. of Bathrooms _____
 Sunroom (unheated) _____ Deck/Porch _____
 Garage _____ Storage Building _____
 Pool/Hot tub _____ Other _____
 Wood Stove/Fireplace _____ Other _____