

DECK/PORCH PERMIT APPLICATION

Current Permit Fee is \$75.00



TOWN OF EDEN BUILDING DEPARTMENT
2795 EAST CHURCH STREET
EDEN, NY 14057

TEL: 716-992-3576
FAX: 716-992-4131
EMAIL: Building@edenny.gov

APPLICATION MUST BE COMPLETELY FILLED OUT (incomplete applications will **NOT** be accepted)

1. OWNER

NAME _____ PHONE _____
ADDRESS _____ EMAIL _____
TOWN _____ ZIP _____
APPLICANT IS: Owner Contractor Agent Engineer Other (specify) _____

2. CONTACT INFO (if same as above list "same")

Owner Contractor Other _____
NAME _____ PHONE #1 _____
EMAIL _____ PHONE #2 _____

3. CONTRACTOR INFORMATION

NAME _____ PHONE _____
ADDRESS _____ EMAIL _____
TOWN _____ ZIP CODE _____

4. PROPOSED PROJECT (check all that apply)

NEW BUILDING ADDITION ALTERATION CHANGE OF USE REPAIR
 DEMOLITION RELOCATION SPECIAL PERMIT OTHER _____

5. PROJECT DESCRIPTION (basic description, use, size and cost of what is being proposed)

What is being Built: _____
Proposed Size _____ (length, width and/or height in feet)
Project estimated cost (*estimate only* - does not affect assessment) \$ _____

6. EXISTING UTILITIES ON PROPOSED PROJECT PROPERTY (determines zoning user group)

WATER: Public New Well Existing Well None
SEWER: Public New Septic Existing Septic None

7. CONTRACTOR WORK

Are wages being paid for performance of this work (are you hiring a Contractor?) YES NO

IF YES, provide proof of NYS Worker's Compensation and NYS Disability benefits.

ACCEPTABLE PROOF FORMS-

- NYS Disability Form DB120.1
- Workers Compensation Form C105.2 or U-26.3
- CEE 200 for NYS Disability & Workers Compensation Exemption

8. STARTED WORK

Has any work included in the application been started or completed YES NO If YES Explain

9. APPLICATION CERTIFICATION:

In consideration of the permit applied for, the undersigned hereby agrees that he/she will comply with the Code of New York, Town of Eden Code and any other laws which may be applicable that he/she will preserve the establishment of lot lines, disclose all information to the Code Enforcement Officer, and that he/she will not use nor permit to be used the structure by the application until a Certificate of Occupancy (CO) or Certificate of Compliance (C/C) is legally issued.

SIGNATURE _____ **DATE** _____

10. INCLUSIONS:

All documents and information required on the provided checklist **MUST** be submitted with this application.

FOR OFFICE USE ONLY – Application to be submitted to the Town of Eden Clerks Office	
Permit Fee: \$75.00	
Payment must be made by Cash, Check or Credit Card Check made payable to the Eden Town Clerk	
Date Received by Clerk _____	Amount Credited \$ _____ Cash ___ CC___ Check # _____
Application # _____	Amount Due \$ _____ Cash ___ CC___ Check # _____

BUILDING PERMIT APPLICATION CHECKLIST FOR - DECK/PORCH

All of the following items **MUST** be submitted with this application in order to obtain a Building Permit

- Completed BUILDING PERMIT APPLICATION form**
- A copy of the existing and most current and accurate survey or site plan.**
Drawn to scale, proposed structure on the survey or site plan with the dimensions of the proposed structure, including property line setbacks from both side and back yard property line.
- WORKING PLANS** - an accurate set of working plans, drawn to scale when possible, shall include the following:
 - FOUNDATION/FOOTER** – post hole size/diameter, depth from existing grade, footer hole installation detail. (Concrete, Stone, backfill, etc.)
 - DECKING STRUCTURE** - show components and floor framing
 - Material (treated lumber, composite wood, etc.)
 - Post size
 - Framing Header size & layout
 - Deck Joist size and span layout
 - Indicate type of connector/fasteners (joist hangers, lag bolting, etc.)
 - STAIRS** - show stairs with Riser height and Tread size.
 - Handrail detail – Required if over 30” of height from ground. Include spindles
Handrail must be graspable, and spindles less than 4” apart
 - GUARDS** - Decks over 30” from ground level require a rail/guard not less than 36” in height, spindles less than 4” apart.
 - DECK DESIGN** – Any design must meet live floor and snow loading requirements.
 - POOL DECKS** – Any pool deck **MUST** have a self- latching gate, with the handle located inside the enclosure and the gate must swing **OUTWARD**, away from the pool.