

**TOWN OF HAMBURG
COMMERCIAL
BUILDING PERMIT APPLICATION**

DATE OF APPLICATION _____

PROPERTY ADDRESS:
SUITE/UNIT #:
NAME OF BUSINESS:

DESCRIPTION OF WORK:
CONSTRUCTION COST:
SIZE OF WATERLINE:

CONTACT PERSON:	PHONE NUMBER:
IF T.B.D. PLEASE LEAVE BLANK	
CONTRACTOR:	PHONE NUMBER:
PROJECT MANAGER:	PHONE NUMBER:
NAME OF LICENSED PLUMBER OR SITE UTILITY CONTRACTOR NOT THEIR COMPANY NAME	
PLUMBER:	PHONE NUMBER:
SEWER CONTRACTOR:	PHONE NUMBER:

OFFICE USE ONLY

SIZE OF CONSTRUCTION:	BUILDING FEE:
PLUMBING FIXTURES:	PLUMBING FEE:
Prior to a Certificate of Occupancy/Compliance being issued we must receive 1 thumb drive with a complete set of as built drawings and a knox box series #3200 (www.knoxbox.com) must be installed	SEWER FEE:
	ELECTRICAL FEE:
	TOTAL FEE:

TOWN OF HAMBURG BUILDING DEPARTMENT

Required Checklist for Commercial Building Permit

The following items are required before an application will be accepted by the Building Department.

- 1. Approved site plan by the Town of Hamburg Planning and Engineering Department or site plan waiver.**
- 2. Completed Building Permit Application**
- 3. Completed Plumbing Permit signed by a Licensed Master Plumber**
- 4. A Sewer Permit signed by a Licensed Master Plumber or Site Utility Contractor, also a sewer permit from Erie County Sewer District #2 or #3**
- 5. Electrical Permit and ESO Number**
- 6. Erie County Health Department Approval if required.**
- 7. 1 - Complete set of construction plans and specifications with N.Y.S design professional's current stamp or seal.**
- 8. 1 - Code Review checklist stamped by an Architect or Engineer**
- 9. Copy of Construction contract with cost breakdown.**
- 10. New York State Compensation Insurance**
- 11. New York State Compensation Insurance pertaining to Disability Insurance**
- 12. Highway Excavation Permit from the Highway Department that maintains the road.**

Prior to a Certification of Occupancy being issued we must receive 1 PDF Disk with a complete set of as built drawings and a knox box series #3200 (www.knoxbox.com) must be installed

Per New York State Building Code install applicable truss placards .