



Town of Glenville

Building Department

Tel: (518) 688-1200, Ext. 8
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Fax: (518) 384-0140
18 Glenridge Road, Glenville, NY 12302

Date Received: _____
Fees: _____
Date Approved: _____
Date Denied: _____
Authorized by: _____
Septic/Sewer Approval: _____
Authorized by: _____

BUILDING PERMIT APPLICATION

SITE ADDRESS _____ Tax Map # _____ DATE _____

PROPERTY OWNER INFORMATION		APPLICANT INFORMATION (LEAVE BLANK IF SAME AS THE OWNER)	
NAME		NAME	
ADDRESS	Street:	ADDRESS	Street:
	City: _____		City: _____
	State: _____ Zip code: _____		State: _____ Zip code: _____
PHONE #		PHONE#	
Email		Email	
BUILDING USE	<input type="radio"/> RESIDENTIAL	<input type="radio"/> COMMERCIAL	TYPE OF WORK
BUILDING TYPE	<input type="checkbox"/> 1 FAMILY	<input type="checkbox"/> MULTI-FAMILY	<input type="checkbox"/> NEW CONSTRUCTION
	<input type="checkbox"/> 2 FAMILY	NUMBER OF UNITS? ____	<input type="checkbox"/> ADDITION
	<input type="checkbox"/> OTHER _____	<input type="checkbox"/> RESTAURANT/BAR	<input type="checkbox"/> FULL REHAB <input type="checkbox"/> PARCIAL REHAB
		<input type="checkbox"/> RETAIL SPACE	<input type="checkbox"/> POOL <input type="checkbox"/> GENERAL <input type="checkbox"/> SOLAR
		<input type="checkbox"/> OFFICE	<input type="checkbox"/> DEMOLITION
		<input type="checkbox"/> OTHER:	<input type="checkbox"/> OTHER(SPECIFY):
TOTAL SQFT:	1 ST FLOOR:	2 ND FLOOR:	ADDITION:

Site information: Water: ☐ Public or ☐ Well ☐ Sewer or ☐ Septic

Will this lot's grade be changed due to this construction? ☐ Yes ☐ No

If yes, please explain: _____

Are you aware of any easements on this lot? ☐ Yes ☐ No

If yes, please describe: _____

TOTAL COST (LABOR AND MATERIAL)

DESCRIPTION OF WORK:

Insurance information **must** be provided with every permit. Failure to provide proper insurance will result in the denial of the permit application.

Homeowners: CE-200 Exemption (A new CE-200 must be submitted for every permit application)

Contractors: Certificate of Workers' Compensation Insurance (C105.2 or U26.3) or CE-200 Exemption (A new CE-200 must be submitted for every permit application)

All work must be completed in accordance with section (code section) of the Town of Glenville code

Applicant signature _____

Date _____

Revised 3/2024