



**CITY OF DUNKIRK**  
**Housing, Building and Zoning Officer**  
 City Hall, Dunkirk, New York 14048  
[www.dunkirktoday.com](http://www.dunkirktoday.com)

**WILFRED ROSAS**  
 MAYOR  
 (716) 366-9882  
 FAX (716) 366-2049

**HOUSING, BUILDING & ZONING OFFICE**  
 (716)366-9858  
 FAX (716)363-0058

**APPLICATION FOR BUILDING PERMIT**

(Instructions on last page)

Please submit one of the following along with your application:  
 Copy of Survey     Site Plan     Drawings by Licensed Architect/Engineer     Floor Plan

***Project Information***

Address: \_\_\_\_\_  
 Tax Map Number:    Section \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_  
 Current use: \_\_\_\_\_

***Owner Information***

Owner's Name: \_\_\_\_\_  
 Full Address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Mobile: \_\_\_\_\_  
 Email: \_\_\_\_\_

***Proposed Work***

<input type="checkbox"/> New Construction	<input type="checkbox"/> Roof/Re-roof	<input type="checkbox"/> Addition-Garage	<input type="checkbox"/> Tower/Antenna
<input type="checkbox"/> Renovation	<input type="checkbox"/> Foundation Repair	<input type="checkbox"/> Addition-Deck/Porch	<input type="checkbox"/> Fire Sprinkler
<input type="checkbox"/> Alteration	<input type="checkbox"/> Addition - _____	<input type="checkbox"/> In-ground Pool	<input type="checkbox"/> Fireplace/Stove
<input type="checkbox"/> Repair	<input type="checkbox"/> Addition - Shed	<input type="checkbox"/> Sign ( <input type="checkbox"/> Temporary)	<input type="checkbox"/> Other: _____

***Project Description***

Building Definition:     Residential     Mercantile     Commercial     Industrial     Mixed Use

Building Area (sqft) \_\_\_\_\_ Building Height (ft) \_\_\_\_\_ # of Stories \_\_\_\_\_  
 Cost of Construction: \_\_\_\_\_

This application is hereby made to the Building and Zoning Officer of the City of Dunkirk for the issuance of a building permit pursuant to the New York State Uniform Fire Prevention and Building Code (19NYCRR) 2015 ICC family of building codes (including any supplements), for the construction, alteration, additions, repairs, removal, or changes in the type of occupancy or use of the structure or use as described above. The applicant agrees to comply with all the applicable laws, ordinances and regulations. The applicant states that he is the owner, agent, or representative of said owner(s); that he is duly authorized to perform or have performed the said work and to make and file this application; that all statements made in this application are true to the best of his knowledge and belief; and that the work will be performed in the manner set forth in this application and the NYS UFPB Code applicable to the proposed structure. In addition, application is hereby made for the issuance of a Certificate of Occupancy for the structure(s) or use(s) as described above. The applicant certifies that upon completion of the work upon the structure described above he will notify the Building and Zoning Officer so that the officer can or cause to be made a final inspection of the structure prior to issuing the Certificate of Occupancy. No structure or use for which a building permit has been issued shall be occupied or used in whole or part upon completion for any purpose until a Certificate of Occupancy shall have been granted by the Building and Zoning Officer.

Applicant Signature

Date

**PLOT PLAN**

- 1. The Plot Plan shall show the location and size of the lot, buildings and structures upon the premises (both existing and proposed) and their relationship to adjoining premises and public streets.**
- 2. Locate and label clearly and distinctively all buildings and structures; show widths and depths of all yards, show names of all streets and indicate North with an arrow.**

**SHOW DISTANCE FROM BUILDING TO SIDES, FRONT AND REAR LOT LINES**

*Property Information*

Lot size (sq ft) \_\_\_\_\_ Lot dimensions \_\_\_\_\_ x \_\_\_\_\_  
Setbacks: Front: \_\_\_\_\_ Rear: \_\_\_\_\_ Left: \_\_\_\_\_ Right: \_\_\_\_\_

Plans attached

Rear of Lot \_\_\_\_\_ ft

Left Side Depth of Lot \_\_\_\_\_



Right Side Depth of Lot \_\_\_\_\_

Front of Lot \_\_\_\_\_ ft

Street Name \_\_\_\_\_

## Building Permit Application (cont'd)

**Contractor Information**

Name: \_\_\_\_\_  
 Full Address \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Mobile: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Insurance Certificates     On file     Enclosed     Will submit

\*Proof exemption (CE-200,BP-1) and/or proof of NYS Worker's Compensation/Disability and Liability required for permit approval. Certificate holder "City of Dunkirk, 342 Central Ave., Dunkirk, NY 14048"

**Designer Information (NYS Licensed Architect/Engineer)**

Name: \_\_\_\_\_  
 Full Address \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Mobile: \_\_\_\_\_  
 Email: \_\_\_\_\_

**Zoning District (City Code – Chapter 79)**

- R-1 Single Family
- R-2 General Residential
- R-3 Multi Family
- C-1 Tourism Commercial

**Overlay District (if applicable)**

- C-2 Community Business
- CBD Central Business
- M-1 Light Industrial
- M-2 General Industrial
- O-S Open Space
- H-1 Central Harbor Front
- H-2 Harbor Front Historic
- H-D Historic
- U-R Urban Renewal

**Local, State & Federal Compliance (where applicable)**

- Served by Municipal Sewer
- Served by Municipal Water
- Curb Cut Required
- Historical (NYS Designated)
- Flood Zone
- DEC Coastal Erosion Zone
- State/Federal Wetland
- Chautauqua County Health Department

### INSTRUCTIONS

This application shall be completed by typing or writing and must be submitted to the Building and Zoning Officer of the City of Dunkirk as follows (additional information may be required):

- In person
- Mail
- Fax: 716-363-6481
- Email to: [building@cityofdunkirk.com](mailto:building@cityofdunkirk.com)

### OFFICE USE ONLY

Approved                      IPS Application No. \_\_\_\_\_ Fee: \_\_\_\_\_  
 Denied - Special approval required by:  
 Zoning Board for:             Area Variance                       Special Use  
 Planning Board                 Harbor Commission             Common Council