

VILLAGE OF GRAFTON

Permit Application

1,2,3 Family New Buildings, Additions, Porches, Patios Enclosures, Decks, Sheds, Garages, Misc., & Fire Repair

Address _____ Parcel# _____ Date _____

Owner _____ Address _____ Phone _____

Contractor _____ Address _____ Phone _____

Number of Dwelling units? _____ Owner Occupied? _____

It is the applicant's responsibility to complete this application and provide all required drawings. If you haven't the ability to do so, please consult someone who does.

A. ZONING: A site plan must accompany this application and show: a) Location and dimensions of all existing buildings, proposed buildings, and proposed additions; b) Distances between buildings & between buildings and property lines; c) Driveway location and dimensions; and d) lot dimensions. **NOTE: THE PUBLIC SIDEWALK IS NOT THE PROPERTY LINE.** Also show the grade elevations of the site.

B. CONSTRUCTION: Submit floor plans, exterior elevation drawings, and cross sectional drawings of the footing, wall, floor and roof systems. Submit floor plans of existing space indicating any changes. Submit necessary details.

1. Indicate square footages of new work: Cellar _____ 1st Story _____ 2nd Story _____
 Attached Garage _____ Front Porch _____ Rear Porch _____ Deck _____
 Garage _____ Shed _____ Other _____ TOTAL _____

2. THE PLAN MUST SHOW:

Type of materials	Lumber size(s), spacing/ spans	Anchor bolts	Foundation
Footing depth/grade	Footing dimensions	Rafter size/spacing or trusses/spacing	Stud size/spacing
Insulation	Sump pump/discharge	Floor sheathing	Roof sheathing/"H" clips
Floor joist size	Beam size(s)	Weight & type of roof covering	Roof pitch(es)
Stairways	Wall sheathing	Interior wall & ceiling material	Window & door sizes
Gutter size	Exterior Finish	Smoke detectors	Chimney
Floor finish(es)	Handrails/steps	Type & depth of stone over footer tile	

If trusses are to be used, an engineered truss diagram from the manufacturer **MUST** be submitted before placement.

- Deck and porch plans must also show: Height of deck & rails, and must include a detail of the steps and railings. Be sure to show foundation, beams, floor joist, post, etc. as noted above.
- Shed plans must also show: Height above grade, building height, foundation details or skids/blocks, framing details, etc. as noted above.
- Detached garage plans must also show: Building height, 4" curb, height above grade, floor drainage/slope, gutters, Foundation and framing details, etc. as noted above.

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C. SUBCONTRACTORS:

ELECTRICAL: _____ ROOFING: _____

HVAC: _____ EXCAVATING: _____

PLUMBING: _____ SIDING: _____

MASONRY: _____ DRYWALL: _____

FRAMING: _____ GUTTERS: _____

NOTE: The owner or his agent are responsible for securing permits. The contractor is responsible for requesting inspections. Final inspection and approvals are required prior to the use or occupancy of the space.

THE BUILDING PERMIT MUST BE CONSPICUOUSLY POSTED FOR PUBLIC VIEW – Preferably in front window.

The undersigned hereby certifies that the information contained herein is accurate to the best of his/her knowledge. The undersigned owner or owners agent, by commencing or authorizing commencement of work takes full responsibility for compliance with Village codes and State regulations.

Total cost of construction: _____ Signature of Owner: _____

Signature of Owners Agent: _____

Village Use Only

Date Approved/Inspector _____ Date Rejected/Inspector _____

Zoning: _____ Fee *: _____

Remarks: _____

*Includes 1% State fee for all work EXCEPT Sheds and Garages of 200 sq. ft. or less in floor area.