

TOWN OF NEW LISBON

BUILDING PERMIT CHECKLIST

(NOTE: APPLICANT MUST ALSO APPLY FOR OTSEGO COUNTY BUILDING PERMIT FOR THEIR PROJECT)

ROAD/STREET LOCATION: _____
TAX MAP # _____ PROJECT _____
OWNER'S NAME: _____
MAILING ADDRESS: _____
HOME PHONE: _____ CELL PHONE: _____

1. SETBACK.....75 FEET FROM CENTER OF ROAD FOR ALL BUILDINGS

Applicant advised and agrees they can meet 75 ft. setback _____
Applicant has applied for a setback variance from the New Lisbon Town Board. (copy of approved variance attached) _____

2. DRIVEWAY ACCESS.....A NEW DRIVEWAY PLACEMENT MUST BE APPROVED BY THE NEW LISBON HIGHWAY SUPERINTENDENT IF ON A TOWN ROAD, BY THE OTSEGO COUNTY HIGHWAY DEPT. IF ON A COUNTY ROAD AND BY THE NEW YORK STATE DEPT. OF TRANSPORTATION IF ON A STATE ROAD.

Applicant will provide Town Clerk with copy of driveway permit. _____
Existing driveway-no permit needed. _____

3. SEASONAL ROAD.....IN ACCORDANCE WITH TOWN OF NEW LISBON LOCAL LAW #2 OF 2007, "A LOCAL LAW LIMITING THE CONSTRUCTION OF PERMANENT OR YEAR ROUND RESIDENCES ON SEASONAL TOWN ROADS", A PERMANENT OR YEAR ROUND RESIDENCE ON A SEASONAL ROAD MUST BE NO MORE THAN 200 FEET DISTANCE FROM A FULL TIME USE ROAD, OR THE OWNER MUST ACCEPT THE FACT THAT THE ROAD IS ONLY MAINTAINED SEASONALLY BY THE TOWN AND THEY HAVE TO ACCEPT THE RESPONSIBILITY AND LIABILITY FOR PROVIDING AND MAINTAINING THEIR OWN INGRESS AND EGRESS TO THEIR PROPERTY AND STRUCTURE.

Applicant understands and agrees to this. _____
This property is not on a seasonal road. _____

Applicant's Signature _____ Date: _____

The applicant has met or agreed to meet all Town of New Lisbon land use regulations that are pertinent at the time of this application and understands they must apply for a building permit with the Otsego County Code Enforcement Office.

Charlene R. Wells, New Lisbon Town Clerk

Date: