

#### OFFICE OF LEWIS COUNTY CODE ENFORCEMENT

7660 North State Street Lowville, New York 13367 Telephone: (315) 376-5377 Fax: (315) 377-3137

# Application for a Town of Croghan Land Use/Zoning Permit Manufactured Home

# **INSTRUCTIONS**

Permits are available at the Town Clerks Office for the town you are building in, or at the Lewis County Building Codes Office.

Please fill in all of the information requested on the permit that pertains to your project.

If you have questions or need help, please call the Lewis County Codes Office.

You will need an approved Town of Croghan Land Use Permit (from this office) in order to obtain a Lewis County Building Permit (for the structure).

The landowners name and address should also be on the permit if different from the applicants.

Location of development is the address of the location being developed or where the building is going. Please use the new 4 or 5 digit number assigned to your location by the Lewis County 911 Data Processing Office. If you don't know your 4 or 5 digit number, call 315-376-5294.

Please provide the correct Tax ID number from your tax bill: it will look like: 348.00-01-02.300

Please provide a complete description of your project.

An accurate and complete plot plan is required as explained on the application; applications will not be processed without a completed plot plan. Plot plan example attached.

Driveways may be subject to regulation, applicant is responsible to contact entity that controls Right of Way prior to installation.

Application Fee: See attached fee schedul	<u>e</u>
(Check payable to: Lewis County Clerk)	
Permit No.	
Date Received	

# TOWN OF CROGHAN APPLICATION FOR MOBILE HOME PERMIT, TEMPORARY PERMIT

As described herein, and agrees that such purposes shall be undertaken in accordance with all

The undersigned hereby makes application for a permit to – (circle one)

- 1. Locate, relocate or replace a mobile home
- 2. Erect, enlarge or replace an accessory structure to the mobile home.

applicable laws and requirements of the Town of Croghan, County of Lewis, and the State of NY. Name of Applicant (Please Print) Date Telephone/Best Time To Be Reached Street/Physical Address Mailing Address 911 Address for Building Site Describe Activity: Accessory building (s) (describe): General data for mobile home/accessory structure: length \_\_\_\_\_ width HUD Seal present ( ) Yes ( ) No Lot Size \_\_\_\_\_ Tax Map No. – Section \_\_\_\_\_ Block \_\_\_\_ Lot \_\_\_\_ County, State and Federal permits needs (list type and appropriate department): Anticipated construction time Attach site plan indicating: All property lines and dimensions; all existing or proposed structures; all existing roads, easements, or proposed driveways; all existing or proposed wells and sanitary facilities; all bodies of water, streams or wetlands. Disapproved ( ) Approved ( ) Zoning Officer Date

Is proposed Development/Use within a FEMA Designated Flood Zone? Yes \_\_\_\_\_ No \_\_\_\_

**Set-backs:** 25 feet from road right-of-way

30 feet from side-line 30 foot from rear line

One home - 20,000 sq. ft. lot minimum size Two homes - one acre lot minimum size

# \* Additional Charges

- (1) The developer/applicant shall pay actual costs of professional review including, but not limited to, material costs (copying, etc.) consultant fees (legal, engineering, architectural, etc.) and recording costs.
- (2) Where final application departs from the preliminary application and further referral is determined necessary by the Town Board, such costs will be paid by the developer/applicant prior to final approval.

# **Additional Inspection Charges**

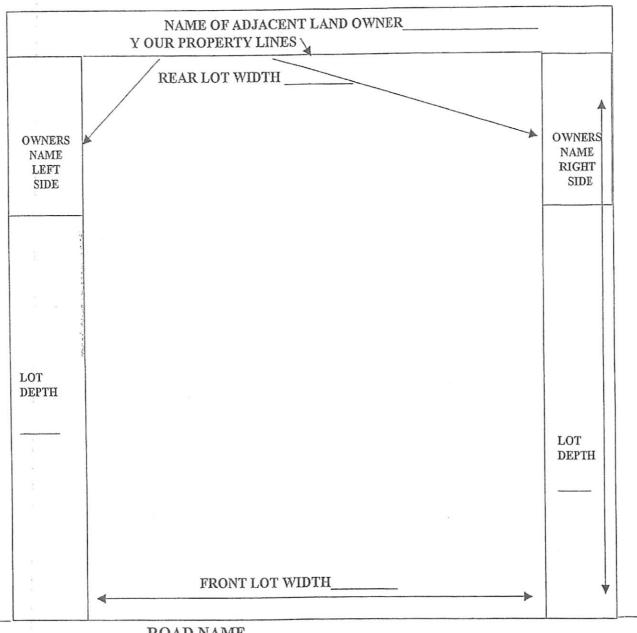
Any additional inspection charges shall be paid prior to issuance of Certificate of Occupancy by the Enforcement Officer.

Use the space below or attach a separate sheet to show the location of the proposed building(s) in relation to all roads public or private, distance proposed building is from all bodies of water, the location of all wells and septic systems, existing and proposed, the distance between buildings and give the road name as well as the names of all adjacent landowners. Also show the lot width and depth, and show the distance of proposed building(s) to all property lines.

NOTE: GIVE THE DISTANCE OF ALL WELL AND SEPTIC SYSTEMS ON NEIGHBORING

PROPERTIES TO YOUR PROPOSED WELL/SEPTIC IF CLOSER THAN 150FT.

### PLOT DIAGRAM



ROAD NAME

THIS AREA REPRESENTS THE ROAD IN FRONT OF YOUR PROJECT, SHOW DRIVEWAY



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The Lewis County Building Codes Department enforces the Zoning and Land Use Laws as an accommodation to the towns and villages. The Zoning and Land Use Permit Applications may be obtained at the County Building Codes Department, Monday – Friday, 8:30 a.m. – 4:30 p.m.

# **ZONING / LAND USE PERMIT FEE SCHEDULE**

Principal Structure		\$50.00
Multi-family dwelling	\$15.00 per living unit plus	\$50.00
Agricultural structure (new (Where required)	\$25.00	
Additions to Buildings and	Structures	
Under 144 square fe	et	\$25.00
Additions to Buildings and	Structures and accessory structures	
144 square feet to 50	•	\$25.00
Additions to Buildings and	Structures and accessory structures	
Over 500 square fee		\$50.00
If attendance of the zoning of	official is required at a Town Board,	
	Planning Board meeting, the	
	cant will pay a per hour charge of	\$25.00

Questions on Subdivisions should be referred to the Town Clerk or Planning Board Chairman of the Town or Village.

The above fee schedule only covers Zoning and Land Use permits. Town law determines the regulations and fees.

Building permits are also required for most all construction in Lewis County and are governed by state law.