

Village Of Williamsville

Building Department
5565 Main Street
Williamsville NY, 14221



Phone: 716-632-7747
Fax: 716-626-4964
www.walkablewilliamsville.com

Mechanical Permit Application

Jobsite Location: _____ **SBL:** _____

Applicant/Contractor:

Name:	Phone:
Address:	E-mail:
Estimated Cost:	License #:

Property Owner:

Name:	Phone:
Address:	E-mail:

Description of Property: Residential Commercial Other _____

Description of Work: New Heating Equipment Install Repair or Replace Heating Equipment
 New AC Equipment Install Repair or Replace AC Equipment

Date Work Will Begin: _____

Requirements prior to issuance of permit:

1. For exterior equipment, two (2) copies of survey indicating location of proposed equipment Supplied
2. For interior equipment, two (2) sets of plans indicating location of proposed equipment Supplied
3. For generators or similar equipment, include a copy of the manufacturer's brochure Supplied
4. Proof of Valid Insurance (liability, disability, and workers' compensation or NYS exemption) Supplied

Applicant hereby affirms that all work shall be performed in accordance with applicable codes, regulations, and manufacturer's installation instructions and authorizes the Code Enforcement Officer and his deputy or assistants to enter the premises listed herein in any reasonable time to perform all required inspections of the permitted work.

Applicant Signature: _____ **Date:** _____

Official Use Only:

Received By: _____ **Forwarded To:** _____ **Date Received:** _____

Approved: _____ **Denied:** _____ **Date:** _____ **Total Fees: \$** _____ **Date Paid:** _____

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Additional Information/Restrictions

1. For interior equipment, provide two copies of a sketch indicating the location of the proposed equipment.
2. For exterior equipment, provide two copies of a property survey indicating the location of the proposed equipment. If a copy of a survey is not available, contact the Building Department for instructions.
3. For generators or similar equipment, provide a copy of the manufacturer's brochure that indicates the make, model, and size of the unit.
4. All equipment must be installed in accordance with manufacturers' installation instructions, NYS Uniform Code, National Electric Code, and all applicable International Codes.
5. Contractors shall maintain a current license with the Village of Williamsville Building Department.
6. Contractors are responsible for scheduling inspections – advance notice of 24 hours. If the contractor does not schedule an inspection in a timely manner, the property owner will ultimately be held responsible.