

**APPLICATION FOR A ZONING PERMIT**  
**TOWN OF WATERLOO**

66 Virginia Street, Waterloo, NY 13165  
Phone 315-539-0206 Fax 315-539-4119

**REQUIRED FEES ARE NOT REFUNDABLE**

This application must be filled out completely and legibly and submitted to the Town of Waterloo Code Enforcement Officer.

Owner's Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

Tax Map Number - Section: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_

Zoning District \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Check One:     OWNER     LESSEE     AGENT  
                   ARCHITECT     ENGINEER     BUILDER

Applicant's Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

<b>OFFICE USE ONLY</b>		
Application #	ZP-	
Date Received:		
Fee Received:		
Plot Plan:	Yes	No
Elevation Drawing	Yes	No
APPROVED	DENIED	
COMMENT:		
Date:		
Signed:		

**OCCUPANCY TYPE (Check One)**

- ONE FAMILY DWELLING
- MULTIPLE FAMILY DWELLING
- HOME OCCUPATION
- COMMERCIAL

**PROPOSED WORK (Check One)**

- CONSTRUCTION OF A NEW DWELLING
- ADDITION TO AN EXISTING DWELLING
- ALTERATION TO EXISTING DWELLING
- CONSTRUCTION OF A GARAGE
- CONSTRUCTION OF A STORAGE BLDG
- CONSTRUCTION OF A DECK \_\_\_\_\_ SF
- INSTALLATION OF A POOL
- SIGN
- OTHER \_\_\_\_\_

**DESCRIPTION OF WORK BEING PERFORMED**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**ESTIMATED COST OF LABOR AND MATERIALS - \$** \_\_\_\_\_

**PROJECTED START DATE:** \_\_\_\_\_ **PROJECTED COMPLETION DATE:** \_\_\_\_\_

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**Applications must include:**

- (1) a scale plot plan showing the North Arrow, the date drawn, the location of existing and proposed building(s) or addition(s), to include distance separations from each other and property lines, and
- (2) Elevation drawings of the proposed building or addition, and
- (3) Floor plan drawings of proposed work

**Once approved, a zoning permit will be issued. The permit will expire one year from the date of issue.**

**If this application is denied, you may apply for a variance from the Zoning Board of Appeals.**

**PLEASE PROVIDE DRAWING IN SPACE PROVIDED OR ATTACH IF NECESSARY:**

**It is your responsibility to secure a building permit from the Seneca County Department of Building and Fire Code Enforcement, 31 Thurber Drive, Waterloo, NY 13165, Phone 315-539-1950.**