

# Village of Massena

**FENCE/RETAINING WALL  
PERMIT NUMBER**

**Building Department  
Town Hall Building  
60 Main Street  
Massena, NY 13662  
Tel: 315-769-6803  
Fax: 315-769-0257**

Commercial       Single-Family       Duplex       Multi-Family

JOB ADDRESS \_\_\_\_\_ ZIP \_\_\_\_\_

OWNER \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_

BUSINESS NAME \_\_\_\_\_

CONTRACTOR \_\_\_\_\_ LIC. NUMBER \_\_\_\_\_ PHONE \_\_\_\_\_

## FILL OUT WORK DESCRIPTION BELOW:

1. MATERIAL \_\_\_\_\_ HEIGHT: \_\_\_\_\_ TOTAL LINEAR FEET: \_\_\_\_\_
2. TYPE; SOLID?: Yes  No  MORE THAN 65% SOLID?: Yes  No  CORNER LOT?: Yes  No
3. SET BACK FROM PROPERTY LINES (In feet): North \_\_\_\_\_ South \_\_\_\_\_ East \_\_\_\_\_ West \_\_\_\_\_
4. DRAW SKETCH OF FENCE COMPLETELY DIMENSIONED FROM PROPERTY LINES WITH SETBACKS ON A SEPARATELY ATTACHED SITE PLAN.
5. IS THERE MORE THAN ONE STREET ADJACENT TO THIS LOT?: Yes  No  If yes, clearly indicate all streets on the site plan.
6. ARE THE EASEMENTS SHOWN ON THE SITE PLAN?  YES  NO

## SITE PLAN

On a separate sheet of paper, please show all site details and setbacks from all property lines to the fence. Show height of fence on site plan and be sure to indicate type of fence such as split rail, solid wood, ect., on site plan.

THE ISSUANCE OF A PERMIT, ANY INSPECTIONS MADE OR CERTIFICATE OF OCCUPANCY ISSUED SHALL NOT BE CONSTRUED TO BE A PERMIT FOR, NOR AN APPROVAL OF, ANY VIOLATION OF THE NY STATE BUILDING CODES OR ANY OTHER CODE OR ORDINANCE ADOPTED BY THE VILLAGE OF MASSENA.

BY SIGNING BELOW I HEREBY ACKNOWLEDGE THAT I HAVE READ THIS APPLICATION AND STATE THAT ALL INFORMATION IS CORRECT AND AGREE NOT TO START THIS PROJECT UNTIL THIS APPLICATION IS APPROVED AND THE BUILDING PERMIT IS ISSUED. I ALSO AGREE TO COMPLY WITH THE LAWS OF THE STATE OF NEW YORK AND TO THE ZONING REGULATIONS AND NY STATE BUILDING CODES AS ADOPTED BY THE VILLAGE OF MASSENA AND AS APPLICABLE. ANY VIOLATION OF THESE TERMS WILL BE CAUSE FOR IMMEDIATE REVOCATION OF THIS PERMIT.

BUILDING DEPARTMENT	APPLICANT SIGNATURE _____ DATE _____	VALUATION: \$ _____
	PRINT NAME _____	PERMIT FEE: \$ _____
		TOTAL : \$ _____