

Town of Canandaigua

5440 Routes 5 & 20 West
Canandaigua, NY 14424
(585) 394-1120 / Fax (585) 394-9476
www.townofcanandaigua.org

BUILDING A HOUSE IN THE TOWN OF CANANDAIGUA

When applying for a building permit you will need the following:

1. Completed Site Development/Building Permit Application.
2. Completed Soil Erosion and Sediment Control Permit Application.
3. Approved septic system design from a professional engineer or from the Ontario County Soil and Water Conservation District office.
4. Water information:
 - a. Public water from:
 1. Canandaigua Water District
 2. Canandaigua-Farmington Water District
 3. Canandaigua-Hopewell Water District
 - b. Private well with NY State well digger certification
5. Site Plan showing location of driveway, new structures complete with setbacks, septic and well locations, stream beds, etc.
6. Two (2) wet stamped sets of house blueprints that include:
 - a. the height of the new house from the average finished grade,
 - b. the house elevations shown from the north, south, east, and west, and
 - c. REScheck Compliance Certificate – NYS Energy Conservation Construction Code.
7. Insurance Certificates for Contractor – with Town of Canandaigua as Certificate Holder:
 - a. *NY State form* showing current workers' compensation coverage, and
 - b. *NY State form* showing current disability coverage.
8. An instrument survey showing the location and setbacks of all structures on the property is required for Certificate of Occupancy.