

**TOWN OF ELLICOTTVILLE  
BUILDING DEPARTMENT  
9 Mill Street, PO Box 600  
Ellicottville, NY 14731  
Telephone: 716-699-4773**

Tom Abriatis  
Code Enforcement Officer

Mark Alianello  
Town Engineer

**IN ORDER TO OBTAIN A BUILDING PERMIT**  
**THE FOLLOWING IS REQUIRED:**

1. **Survey/Site Plan** – The proposed structure should be plotted accurately on a survey showing how far the building is from front, rear and side lot lines, and from other structures on the property. In cases where the terrain is steep or there is an abrupt change in elevation from the road to the lot, in the judgment of the Code Enforcement Officer or the Town Engineer, a more detailed site plan showing how the building will be situated on the lot will be required.
2. **One Set of Construction Plans** drawn to scale (preferable ¼" = 1' 0") showing floor plans, elevations, and typical sections in sufficient detail to determine compliance with applicable codes. Any residence in excess of 1500 square feet shall be presented on drawings prepared by and sealed by a NYS Registered Architect or Licensed Professional Engineer. If, in the judgment of the Code Enforcement Officer or the Town Engineer, the lot terrain is steep or difficult, the drawings shall include a detailed foundation plan and a site grading plan in sufficient detail to determine that the structure will comply with applicable codes.
3. **Certificate for Septic System** – A valid permit to construct issued by the Cattaraugus County Health Department for a sewage disposal system shall be required in areas outside the Sewer District.
4. **Highway Work Permit** – A driveway permit must be obtained from the agency having jurisdiction (NYSDOT, Cattaraugus County, or Town of Ellicottville Highway Department) before installing a culvert pipe, curb cut, sewer or water service. A signed acknowledgment of responsibility for work in Town Highways shall be submitted.
5. **Workman's Compensation and Disability Insurance** proof must be submitted by contractors.