

**TOWN OF HOPEWELL**  
**APPLICATION FOR FIREPLACE, SOLID FUEL APPLIANCE, AND CHIMNEY PERMIT**  
585-394-0036 EXT 4

Name of Applicant \_\_\_\_\_ Date \_\_\_\_\_  
Address \_\_\_\_\_  
Phone# \_\_\_\_\_ Email address \_\_\_\_\_  
Address of Proposed Job Site: \_\_\_\_\_  
Zoning District: \_\_\_\_\_ Tax Map #: \_\_\_\_\_  
Nature of Work: Fireplace \_\_\_\_\_ Solid Fuel Appliance: \_\_\_\_\_ Chimney \_\_\_\_\_  
Date Work to Begin: \_\_\_\_\_ Completion Date: \_\_\_\_\_ Approximate Cost: \_\_\_\_\_  
Present Use of Property \_\_\_\_\_  
Description of proposed construction and/or use \_\_\_\_\_

**BUILDING PERMIT APPLICATION INSTRUCTIONS:**

- a) This application must be completed by typewriter or in ink, and must be submitted to the Building Department.
- b) This application must be accompanied by floor plans showing the location of fireplaces, solid fuel appliance, and/or chimney. Cross section drawings denoting clearances to combustibles, size of flue, type and sizes of block, brick or stone, chimney and flue clearances, smoke shelf, damper, lintel, ash dump and cleanout, flashings, hearth, thimble size and outside air intake.
- c) Solid fuel appliances must be of a type listed and approved by a nationally recognized testing agency and any vented type decorative gas appliance must be UL or ASTM approved with a copy of installation and operating instructions provided.
- d) Provision for combustion (outside) air intake shall be shown unless otherwise indicated in installation instructions.
- e) All chimney termination (including metal) must be in compliance with NYS Building Codes, and location shown.
- f) Certification of Workman's Compensation and NYS Disability, or valid exemption, shall be provided.
- g) Any application fee shall be based upon the Schedule of Fees available from the Building Department and shall be submitted upon approval of permit.

The undersigned agrees that to the best of their knowledge and belief, the statements contained in this application, together with any plans and specifications submitted herein, are a true and complete statement of all proposed work or use to be done on the described premises. All provisions of the NYS Fire Prevention and Building Code, the Town of Hopewell Zoning Ordinance, and all other laws, rules and regulations pertaining to the proposed work or use shall be complied with, whether specific or not, and that such work or use is authorized by the owner. The undersigned understands that the granting of any permit shall not be construed as adoption by the Town of Hopewell of any plans, specifications, or construction methods of permittee and the granting of any permit shall create no liability on the part of the Town. The undersigned hereby grants permission for the Code Enforcement Officer to enter the property and structure as he deems necessary, to inspect the same for compliance with applicable Codes and laws. Unless prohibited in writing, the undersigned also grants permission for the Town Assessor to accompany the Code Enforcement Officer during final inspection to allow a visual inspection of new construction as outlined in this application.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Owner Name (if different from applicant) \_\_\_\_\_ Date \_\_\_\_\_

Phone # \_\_\_\_\_ Email address \_\_\_\_\_

Address \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Approved ( ) Permit # \_\_\_\_\_ Fee Amount Received \$ \_\_\_\_\_

Not Approved ( ) Reason: \_\_\_\_\_

Variance Requested: Yes ( ) No ( )

Code Enforcement Officer \_\_\_\_\_ Date \_\_\_\_\_