

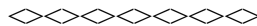
PERMIT APPLICATION PROCEDURES

ALFRED VILLAGE PLANNING BOARD

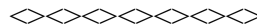
ALFRED, NEW YORK 14802

RESPONSIBILITIES OF APPLICANTS

- Obtain an application from www.alfredny.org, the information rack in the Village Clerk's office or from the Code Enforcement Officer (CEO).
- Present the completed application to the CEO for signature on Mondays, 9:00 a.m. to noon, at the office on the third floor of the Village Hall; phone 607.587.9139.
- Pay the necessary fee to the Village Clerk.
- Prepare nine copies of each signed and fee-paid application for the Board's review.
- Present the copies to the Village Clerk by the Friday prior to the meeting date; the Village Clerk will transmit them to the Board. To be placed on the agenda, please call the Chair at 607.587.9194.



- A copy of the "Questions & Answers About Permits, Planning & Zoning" booklet is available from the information rack.
- The applicant may choose to have a pre-submission conference with the Board for guidance on Code compliance. There is no charge. Please call the Chair at 607.587.9194 to be placed on the agenda.
- An application will be reviewed for approval only after the necessary signature has been obtained and the fee has been paid.



- Planning Board meeting: 7:30 pm; first Thursday of each month; Village Hall
- We welcome and encourage your attendance.