

\* The Building Permit Application for Telecom Antenna(s) shall comply with the 2020 Building Code of NYS, latest version of the NYS Uniform Code Supplement and the latest version of EIA/TIA-222-G Codes. \*

The following items must be submitted in order to obtain a Building Permit for Telecom Antenna(s):  
(Occasionally if there are unusual circumstances additional information may be required.)

*Incomplete Applications will not be processed until all items have been received.*

- Completed "BUILDING PERMIT APPLICATION INFORMATION" form  
Shall list: 1) General Contractor installing the antennas on the tower/building. GC must have valid NYS Workers' Compensation Insurance and NYS Disability Insurance. 2) Electrician – must be licensed by the Town of Amherst. Must also submit the Electrical Subcontractors Statement Form
- Applicant must review Zoning Code Chapter 203 Section 6-7 in its entirety for additional required information (<http://www.ecode360.com/15501704>), Contact Planning Dept for questions 716-631-7051
- New site locations or recertification's of sites may require a pre-application meeting with the Planning Department. Please call (716) 631-7051 to determine if this is required
- 3 sets of stamped and signed drawings showing antenna location on tower/pole/building, structural attachment, electrical line drawings, and specification/cut sheets for the antennas, RRU, RRH, OVP, ect.
- Provide structural calculations, including wind and ice loads, stamped and signed by NYS Engineer
- Is structural reinforcement required for the existing structure? If yes, provide the following: stamped and signed plans by NYS Engineer
- Provide a Statement of Special Inspections stamped and signed by NYS Engineer, to include bolting and/or welding attachment of antenna or equipment to tower, building or pole. Must list name, address and phone number of the special inspector/firm
- Provide geotechnical report if new foundation is to be installed
- New antenna locations will require Zoning Board of Appeals approval AND site plan approval – Contact Planning Dept.
- Generator – Provide specifications and note fuel source
  - LPG or Diesel – requires a fire prevention permit
  - Natural Gas
- Are there batteries being installed in the equipment boxes? If yes, is there more than 50 gallons in electrolyte capacity? If yes, provide battery information to show compliance with 2020 Fire Code of NYS SECTION 1206
- Filing Fee equal to ½ the Building Permit Fee. Electrical fee will be determined once the electrical division reviews the drawings.

Note: ① All electrical work performed within the Town of Amherst must have a permit and must be inspected, regardless of who performs the work. Electricians working in the Town must be licensed by the Town of Amherst.

② Building, Electrical and Special Inspection inspections are required after the work is completed.

***Work shall not begin until a Building Permit has been issued!***