

**BUILDING INSPECTOR'S OFFICE**  
S 4295 South Buffalo Street  
Orchard Park, New York 14127-2609



Phone: 716-662-6430  
Fax: 716-662-6419  
www.orchardparkny.org

## Operating Permit Application

### Part I: Applicant/ Building Information

Applicant's Name: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Location of Activity: \_\_\_\_\_ SBL: \_\_\_\_\_

Duration of Activity: \_\_\_\_\_

Current Occupancy Class: \_\_\_\_\_

Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

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### Part II: Type of Operating Permit

An Operating Permit is required to conduct any activity or to use any class of building listed below. **Please indicate the type(s) of Operating Permit(s) requested by checking each applicable box.** (If you require assistance, or would like more information, contact the Town of Orchard Park Building Department at 662-6430.)

- Tents** with sides, exceeding 400sf.       **Tents** with no sides, exceeding 700sf.  
Quantity/Sizes \_\_\_\_\_ Site Plan \_\_\_\_\_
- Propane** tank – awaiting use, resale or exchange stored outside of buildings.  
Quantity/Sizes \_\_\_\_\_ Site Plan \_\_\_\_\_ Distance from an opening \_\_\_\_\_
- Carbon Dioxide** (CO<sub>2</sub>) Systems used in beverage dispensing, exceeding 100lbs of CO<sub>2</sub>.
- Pyrotechnic devices** displays    Site Plan \_\_\_\_\_ NYS license \_\_\_\_\_ Quantities/Type \_\_\_\_\_
- Food Truck** (mobile food preparation vehicle) Propane Alarm \_\_\_\_\_ Suppression System \_\_\_\_\_  
K Extinguisher \_\_\_\_\_ ABC Extinguisher \_\_\_\_\_ Plate Number \_\_\_\_\_

Operating

**Other Operating Permit Uses**

- Use of a building containing one or more areas of public assembly with an occupant load of 100 persons or more \_\_\_\_\_
- Manufacturing, storing or handling hazardous materials in quantities exceeding those listed in the uniform code. \_\_\_\_\_
- Conducting a hazardous process or activity (commercial operation which produces combustible dust as a byproduct, fruit and crop ripening, and waste handling. \_\_\_\_\_
- Use of pyrotechnic devices in assembly occupancies. \_\_\_\_\_
- Use of a building whose use or occupancy classification has been determined by the Town of Orchard Park as posing a substantial potential hazard to public safety.

**Part III: Premises/ Building Information****Operating Permit Application Form**

Public display Requires Board Approval/ limited for:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

To the best of my knowledge, the foregoing petition and plans conform to the ordinances of the Town of Orchard Park. The Building Inspector(s) are permitted to enter the premises listed herein in any reasonable time to perform all required inspections of the permitted work.

**Property Owner:** \_\_\_\_\_

Print and Sign

Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

 Letter of Authorization Submitted

Official Use Only:

Town Clerk Stamp

Items supplied:  Survey or Drawing  Specs  Disability \_\_\_\_\_  Workers Compensation \_\_\_\_\_  
 Insurance Wavier \_\_\_\_\_  Liability \_\_\_\_\_  prescribed period \_\_\_\_\_  until revoked \_\_\_\_\_

Building Inspector: \_\_\_\_\_ Inspection Date \_\_\_\_\_ Issued: \_\_\_\_\_

Permit #: \_\_\_\_\_ Permit Fee \_\_\_\_\_ + Additional Fee \_\_\_\_\_ = \_\_\_\_\_

# 2022-23 Stadium Event Vendor License

Date: \_\_\_\_\_

FEES: \$ 100.00 Resident of Erie County  
\$ 300.00 Non-Resident of Erie County

Paid: \_\_\_\_\_ Cash \_\_\_\_\_ Check \_\_\_\_\_  
Paid: \_\_\_\_\_ Cash \_\_\_\_\_ Check \_\_\_\_\_

**FOOD TRUCKS:**

\$ 75.00 Operating Permit Inspection Date: \_\_\_\_\_ Paid: \_\_\_\_\_ Cash \_\_\_\_\_ Check \_\_\_\_\_

Certificate of Liability Insurance

Food Truck Setup Address: \_\_\_\_\_

**ALL FEES ARE NONREFUNDABLE**

Name: \_\_\_\_\_

Address \_\_\_\_\_

Town \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone # \_\_\_\_\_ Business Phone # \_\_\_\_\_ Cell Phone # \_\_\_\_\_

*Town Law Section 101-11 License required:  
Town of Orchard Park Stadium event Vendor License is a license to sell goods, wares or merchandise upon privately owned parcels within a one mile radius from the center of the stadium. Valid only on event days for a period of four (4) hours prior to, during, and four (4) hours after the end of the stadium event. Valid only during the time period designated on the license. License shall be issued in compliance with Peddlers and Solicitors, Section 101-3, and Sections 101-5 through 101-10.*

Product(s) to be sold: \_\_\_\_\_

**Vendor needs to be behind paved portion of the roadway or sidewalk.**

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**\*\*PERMIT DOES NOT ALLOW FOR THE SALE OF ILLEGAL OR UNLICENSED MERCHENDISE\*\***

**Signature Approvals/Disapproval**

Town Clerk: \_\_\_\_\_

Police Chief: \_\_\_\_\_ Code Enforcement: \_\_\_\_\_

On any stadium activity days, residents or property owners may permit vending on their premises in any zone that falls within a one- (1) mile radius drawn from the center of the stadium. This permit shall be carried by vendor on all event days and shall be presented to Police or Code Enforcement Official upon request. May be revoked for proper cause.

**Violation of this chapter shall be punishable by a maximum fine of \$250.00 or by imprisonment for not more than 15 days or both. \$15.00 fee for duplicates or copies.**

**VALID ONLY FOR THE PERIOD OF MAY 1<sup>st</sup> OF THE CURRENT YEAR - APRIL 30<sup>th</sup> OF THE FOLLOWING YEAR**

*Town Clerk Seal*