# Directory of Town of Newstead

## Building Planning Zoning

<table>
<thead>
<tr>
<th>Service</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>DEC/Floodplain</td>
<td>518-402-8185</td>
</tr>
<tr>
<td>NYS DEC local office</td>
<td>851-7130</td>
</tr>
<tr>
<td>Army Corp of Engineers</td>
<td>879-4330</td>
</tr>
<tr>
<td>Electrical Inspection</td>
<td></td>
</tr>
<tr>
<td>Commonwealth</td>
<td>716-316-7091</td>
</tr>
<tr>
<td>Empire</td>
<td>585-798-1849</td>
</tr>
<tr>
<td>Erie Cty Health Dept.</td>
<td>961-6800</td>
</tr>
<tr>
<td>Erie Cty Water Authority</td>
<td></td>
</tr>
<tr>
<td>New Service</td>
<td>685-8208</td>
</tr>
<tr>
<td>Billing/Line Problems</td>
<td>849-8444</td>
</tr>
<tr>
<td>Highway Departments:</td>
<td></td>
</tr>
<tr>
<td>Erie Cty</td>
<td>759-8328</td>
</tr>
<tr>
<td>Town of Newstead</td>
<td>542-5412</td>
</tr>
<tr>
<td>State DOT</td>
<td>847-3575</td>
</tr>
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## Utilities:

<table>
<thead>
<tr>
<th>Service</th>
<th>Phone</th>
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<tbody>
<tr>
<td>National Fuel</td>
<td>1-800-962-7962</td>
</tr>
<tr>
<td>National Grid</td>
<td>1-800-642-4272</td>
</tr>
<tr>
<td>Underground Locator</td>
<td>1-800-962-7962</td>
</tr>
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**Town Hall**

5 Clarence Ctr. Rd., (P O Box 227)

Akron, NY 14001

**Contact Information**

- Code Enforcement Officer
  - David Miller

- Sr. Clerk/Planning & Bldg.
  - Christine Falkowski

- Clerk/Assessor, Bldg. & Zoning
  - Julie Brady

**Hours:** Mon.-Fri. 8-4:30pm

**Phone:** (716) 542-4573 option 4

**Fax:** (716) 542-3702

**Website:**

[www.erie.gov/newstead](http://www.erie.gov/newstead)
ZONING

Variance requests are heard by the Zoning Board after you have been denied a building permit by the CEO. Then the Zoning Board meets the third Thursday of the month if they have an application before them. The Zoning Board of Appeals meets the third Thursday of the month if they have an application before them. Variance Requests must be submitted no later than 10 days prior to a meeting.

Fee: $250 (non-refundable)

All use variance requests require an SEQR/ environmental review.

PLANNING

The Planning Board usually meets twice a month on Monday nights (Work Session at 7:00pm; Meeting at 7:30pm). Application Deadline is 30 days prior to your meeting. Fee: See fee schedule on Town website.

Subdivision:

When changing property lines, subdivision approval is required. Please see application requirements on the Town website. Please make an appointment with the CEO and bring your survey.

The Planning Board also reviews applications for:

- Site Plans
- Special Use Permits
- Change in use/ownership
- Rezoning requests
- Proposed local laws

BUILDING

The Code Enforcement Officer (CEO) reviews/approves building permits and completes building inspections. Building permits are required for all new or altered buildings and inspections are necessary to see if your project fits the code requirements. Please call the CEO to schedule your inspection. (542-4573 option 4)

Requirements for Building Permits:

- Completed application
- Survey
- Plans/drawings
- Insurance for the person/contractor doing the project
- Fee (See fee schedule on Town website)

Building Permits are valid for one year except pool permits are only valid for three months.

Electrical inspections must be completed by one of the following:

- Commonwealth
  585-796-1849
- Empire
  585-456-4630
- NY Electrical
  716-676-6380

Check with our office to see if you are in a floodplain or wetland prior to buying or making plans to build anything.