INSTRUCTIONS FOR APPLICATION FOR A BUILDING PERMIT GARAGE AND ACCESSORY BUILDING

401 Square Feet or more

YOU MUST SUBMIT THE FOLLOWING WITH THE PERMIT APPLICATION (FAILURE TO SUBMIT THE REQUIRED DOCUMENTS WILL DELAY YOUR PERMIT)

WORKER'S COMPENSATION INSURANCE - PROOF OF INSURANCE OR AN EXEMPTION – OR A HOMEOWNER'S ATTESTATION OR EXEMPTION NO PERMIT WILL BE ISSUED WITHOUT IT.

http://www.wcb.ny.gov/content/ebiz/wc_db_exemptions/requestExemptionOverview.jsp

□ APPLICATION - Completed application – All pages and requested information must be filled out COMPLETELY. (no permit application will be accepted unless it is completely filled out).

INCOMPLETE APPLICATIONS WILL BE RETURNED.

- □ SITE PLAN A site plan showing layout of project parcel indicating distances from other landmarks. (see sample site plan).
- □ DRAWINGS Clear and complete drawings of construction showing dimensions, lumber sizes, doors, etc. Commercial construction requires plans and specification stamped and sealed by a design professional.
- □ Truss plans/certificate (stamped and signed by a design professional), if the structure has trusses or engineered wood products in floors or roof structure. (available from supplier).
- □ ENERGY CODE Insulation values, heating methods and other compliance requirements for heated buildings. A separate heating permit application is required.
- \Box FEE Application Fee (No Application will be reviewed without application fees.)
- □ ZONING- Planning Board or Zoning Board of Appeals approvals if required.

YOUR PERMIT MUST BE POSTED SO THAT IT IS VISIBLE FROM THE ROAD.

DO NOT START CONSTRUCTION UNTIL YOU HAVE RECEIVED A PERMIT. AN APPLICATION IS NOT A PERMIT! A REVIEW OF YOUR APPLICATION MUST BE MADE TO DETERMINE COMPLIANCE WITH NEW YORK STATE UNIFORM FIRE PREVETION AND BUILDING CODES AND APPLICABLE ORDINANCES. ALLOW 14 BUSINESS DAYS FOR REVIEW. <u>YOU</u> ARE RESPONSIBLE FOR ANY CHANGES THAT MUST BE MADE. LATE FEES AND FINES MAY BE ASSESSED

DO NOT OCCUPY THE STRUCTURE until a certificate of occupancy is issued. Fines and late fees for violation of these requirements may be assessed.

What will you need to obtain a Certificate of Compliance?

- Request a final inspection from the Code Office.
- A final electrical inspection certificate from an electrical inspector approved by this office. (see list)
- Your 911 number posted in 4" numbers visible (both directions) from the road.
- All required inspections including a final inspection from this office to determine that your project is in compliance with NYS Fire Prevention and Building Code and all other applicable codes.

You are responsible to schedule all inspections when required. Allow adequate time to be placed on the schedule. Construction accomplished by homeowners requires an Affidavit of Exemption Code Official reserves the right to require engineered stamped *plans for all projects*.

CALL 811 BEFORE YOU DIG – NO MATTER HOW BIG OR SMALL

Affidavit of Exemption to Show Specific Proof of Workers' Compensation Insurance

Coverage for a 1, 2, 3 or 4 Family, Owner-occupied Residence

This form cannot be used to waive the workers' compensation rights or obligations of any party.

Under penalty of perjury, I certify that I am the owner of the 1, 2, 3 or 4 family, **owner-occupied** residence (including condominiums) listed on the building permit that I am applying for, and I am not required to show specific proof of workers' compensation insurance coverage for such residence because (please check the appropriate box):

I am	perfori	ning	all th	e work	for	which	the	buildi	ig per	rmit	was	issued	١.
	P								-0 r				

I am not hiring, paying or compensating in any way, the individual(s) that is(are) performing all the work for which the building permit was issued or helping me perform such work.

L I have a homeowners insurance policy that is currently in effect and covers the property listed on the attached building permit AND am hiring or paying individuals a total of less than 40 hours per week (aggregate hours for all paid individuals on the jobsite) for which the building permit was issued.

I also agree to either:

- ♦ acquire appropriate workers' compensation coverage and provide appropriate proof of that coverage on forms approved by the Chair of the NYS Workers' Compensation Board to the government entity issuing the building permit if I need to hire or pay individuals a total of 40 hours or more per week (aggregate hours for all paid individuals on the jobsite) for work indicated on the building permit, or if appropriate, file a WC/DB-100 exemption form; OR
- have the general contractor, performing the work on the 1, 2, 3 or 4 family, owner-occupied residence (including condominiums) listed on the building permit that I am applying for, provide appropriate proof of workers' compensation coverage or proof of exemption from that coverage on forms approved by the Chair of the NYS Workers' Compensation Board to the government entity issuing the building permit if the project takes a total of 40 hours or more per week (aggregate hours for all paid individuals on the jobsite) for work indicated on the building permit.

(Signature of Homeowner)
(Homeowner's Name Printed)
Property Address that requires the building permit:

Home Telephone Number _____ day of _____, ___, ____, ____, ____, ____, ____, ____, ____, ____, ____, __, ___, ___, __,

(Date Signed)

BP-1 (11/04)

TOWN OF SIDNEY CODE ENFO	JRCEMENT
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(607) 561-2334

44 Grand Street, Sidney, New York 13838 FAX (607) 561-2335 email: sidneycodes@gmail.com

BUILDING PERMIT APPLICATION

	FORM #1
TAX MAP NUMBER: # PROJECT LOCATION:	ADDRESS)
1. DESCRIPTION OF PROJECT : (CHECK ONE) ☞ □RESIDENTIAL □COMMERCIAL □AGRICUL NARRATIVE	TURAL
2. APPLICANT'S NAME, ADDRESS, PHONE AND EMAIL NAME ADDRESS	
HOME PHONE: () CELL: () EMAIL Please send my permit by email rather than mail, I agree to print and post the perm	
3. OWNER'S NAME, ADDRESS, PHONE AND EMAIL NAMEADDRESS	
HOME PHONE: ()CELL: ()EMAIL	
4. CONTRACTOR'S NAME, ADDRESS, PHONE AND EMAIL LIST ADDITIONAL CONTRACTORS ON SUPLEMENT – FO NAME ADDRESS	RM A-7
WORK PHONE: () CELL: () EMAIL Contractor has employees and/or wages are being paid for performance of work: Yes \(16 \text{ TVES}\) are vide preof of work: Yes No	
 (If "YES" provide proof of worker's compensation insurance. If "No" provide exemption certificate.) There is no contractor performing work. Owner or Family member(s) will be constructing the project. (Submit a homeowner's Workers' Compensation Exemption) 	
□ I HAVE INCLUDED PROOF OF WORKER'S COMPENSATION <u>OR</u> AN EXEMPTION FORM. NOTE: NO PERMIT WILL BE ISSUED WITHOUT PROOF OR EXEMPTION – <u>THIS WILL DELAY YOUR</u>	

5. Cost of const	ruction or alteratior	n: \$	
6. Is the site	e located within a fl	ood plain?	Yes INO (IF YES - INCLUDE FORM A-6)
Is the sit	e located within a d	esignated wetland?	□ Yes □ No
7. REQUESTIN	G A PERMIT FOR:	(CHECK ALL THAT APPLY AND A	TTACH RELATED FORMS WITH APPLICATION)
□ Manufactured Ho □ Alteration □ Re	-	□ Three Family ∫ (Attach Form	nent supplement to application)
Change of Occup	oancy 👁 What is the cha	nge?	
Accessory Struc	ture: 👁 🛛 Garage 🛛 Sh	ed 🛛 Other:	
Agricultural Buil	ding used solely for farn	n implements, hay, grain, poultr	y, livestock or horticultural products.
□ Septic System:	👁 🛛 New System 🗳 T	ank Replacement 🛛 Repair/Up	grade 🛛 Replace Failed System
Swimming Pool:	🕿 🛛 Above Ground 🛛	□ In Ground □ Hot Tub □S	ра
Electrical (Attach	electrical supplement t	o application)	
Solar Electrical (Attach electrical supplement	to application)	
Plumbing (Attach	plumbing attachment to appli	ication)	
□ Heating System	or Appliance (Attach heating	ng supplement to application)	
🗆 Roof 🖙 🗆 Aspha	alt Shingle 🗆 Metal 🗆] Other:	
-		wledgement supplement to application	
Other Constructi	on:		
 a. Work conducts submitted platapplicable consumption of the permitted platapplicable constraints is especial to the permitter of the	ans and specifications, NYS L des, rules and regulations. it holder's responsibility to co ially true for work that will no R HEREBY AGREES TO ALL THE PROPERTY WHERE T RK PURSUANT TO THIS PE G CONDUCTED PURSUAN SCERNIBLE FROM SUCH IN HOURS. aken pursuant to this permit is to r mold. Disturbance, altera al handling, abatement or con equirements under this notific oes not include any privilege or approvals required to perfi- toes not include any privilege any other government body v IFY THAT I HAVE THE AUTHOR	Jniform Fire Prevention and Building (ontact the Code Enforcement Office t visible once it is covered. More than OW THE CODE ENFORCEMENT OI THE PROJECT IS LOCATED FOR THE FRMIT, PROVIDED HOWEVER THAT T TO THIS PERMIT AND ANY OTHE NSPECTION(S). INSPECTIONS MAY as conditioned upon and subject to any tion or demolition of existing walls, cent tation, State, Federal or other applicable of encroachment in, over, under upor orm work pursuant this project is the so or authority to disregard or violate any with authority to promulgate such rules INT OT MAKE THE FOREGOING APPLICATION	FFICER OF THE TOWN OF SIDNEY OR HIS DESIGNEE TE PURPOSES OF INSPECTING THE SUFFICIENCY SUCH INSPECTION(S) SHALL BE LIMITED TO THE R NON- WORK-RELATED VIOLATIONS THAT ARE BE UNANNOUNCED BUT WITHIN REASONABLE state and federal regulations relating to asbestos illings, floors, roofs, materials, structures or systems, may ofessional. It is the owner's responsibility to comply with ble laws, codes, regulations or standards. any street or right-of-way. Any additional permits,
APPLICATION #		ODE OFFICER USE ONLY]C □R □RA □I □ Flood Zone	Building Permit Fee \$ Septic Permit Fee \$
APPLICATION RECEIVED:	// P	ermit: 🗆 Approved 🛛 Denied	Well Permit Fee \$ Deck Permit Fee \$ Permit Fee \$

ZBA APPROVAL REQUIRED

□ PLANNING BOARD APPROVAL REQUIRED

TOTAL FEES PAID:

\$_

	44 Grand Street, Sidney, NY 13838 (607) 561-2334 FAX (607) 561-2335 email: sidneycodes@gmail.com	
	APPLICATION FOR BUILDING PERMIT GARAGE OR ACCESSORY BUILDING (Accessory Building 401 Square Feet or Greater)	FORM A-6
1.	TAX MAP # 1A. OWNER'S NAME:	
2.	Proposed construction will be: □ Detached Garage □ Attached Garage □ Attached Garage	
3.	What are the dimensions of your building?X Square Feet:	
4.	How many stories is your building? 🛛 1 🖓 1 🖓 🖓 2	
5.	What is the square footage of the first floor?	
6. -	What is the square footage of the second floor? $\Box N/A$	
7. 8.	Will the building be heated? □ Yes □ No. Will the building have electric? □ Yes □ No.	
0.	(If yes, you will need a third party electrical inspector – see list of certified inspectors.)	
9.	FOUNDATION: GRAVEL (NO SLAB) SLAB ON GRADE Haunch or Alaskan Slab	
10.	SITE PLAN – A site plan showing layout of project parcel indicating distances is required	
	for all exterior construction.	
a.	What is the distance from the structure to the center of the road?Ft.	
b.	What is the distance from the structure to the nearest Side Yard Lot Line? Ft.	
c.	What is the distance from the structure to Rear Yard Lot Line? Ft.	
	Will you be using truss or structural engineered wood construction? □ Yes □ No (If yes, attach Form A-2 Notification of use of engineered lumber with application.)	
12.	Will you be using "rough cut" lumber it the construction? □ Yes □ No (If yes, attach form A-10 "Locally Sawn or "Rough Cut Lumber".)	
13.	If building an attached garage, detail the fire barrier in a detailed drawing.	

It is the property owner's responsibility to call the Code Officer for required inspections. You must provide 48 hours notice.

Signature of Owner or Agent

TOWN OF SIDNEY CODE ENFORCEMEN	TOWN OF	SIDNEY	CODE	ENFOR	CEMEN
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FORM A-2

TYPE 2 - ROOF & FLOOR

NOTICE OF UTILIZATION OF TRUSS TYPE CONSTRUCTION, PRE-ENGINEERED WOOD CONSTRUCTION AND/OR TIMBER CONSTRUCTION.

Title 19, of the Official Copulation of the Rules and Regulations of the State of New York requires notification to the local Code Official in the use of Truss Type, Pre-Engineered and/or Timber Construction in new, rehab or additions in residential construction. The rule also requires the identification of such construction by an applicable placard and a fee of \$50.00.

PROPERTY OWNER: _______ TAX MAP # ______ - _____

TYPE 5 - ROOF TRUSS

Location of Parcel Number & Street: (CHECK THE APPROPRIATE BOXES BELOW) 1.

Residential Structure Commercial Structure 2. PLEASE TAKE NOTICE THAT THE **NEW STRUCTURE** ADDITION TO AN EXISTING STRUCTURE REHABILITATION OF AN EXISTING STRUCTURE TO BE CONSTRUCTED OR PERFORMED AT THE SUBJECT PROPERTY REFERENCED ABOVE WILL USE TRUSS TYPE CONSTRUCTION (TT) PRE-ENGINEERED WOOD CONSTRUCTION (PW) TIMBER CONSTRUCTION (TC) IN THE FOLLOWING LOCATIONS FLOOR FRAMING INCLUDING GIRDERS AND BEAMS (F) ROOM FRAMING (R) FLOOR FRAMING AND ROOF FRAMING (FR) ENGINEERED TRUSSES REQUIRE A TRUSS PLAN SEALED BY A DESIGN PROFFESSIONAL FROM THE TRUSS MANUFACTURER BE SUBMITTED The use of engineered wood products requires posting of a placard on commercial and residential premises in a location designated by law and the Code Official for the safety of emergency responders. SIGNATURE: ______DATE:_____ PRINT NAME: (Check One): Owner Owner's Representative SAMPLE PLACARDS TYPE 5 - ROOF & FLOOR TYPE 5 - FLOOR TRUSS TYPE 2 – ROOF TRUSS

FORM A-10

LOCALLY SAWN OR "ROUGH CUT LUMBER"

PR	OPERTY OWNER:	TAX MAP #	
Lo	cation of Parcel Number & Street:		
(Cł	IECK THE APPROPRIATE BOXES BELOW)		
1.	Residential Structure	Commercial Structure	

SIGNATURE DATE

Lumber used for load-bearing purposes, which is neither identified by a grade mark nor issued a certificate of inspection by a lumber grading or inspection agency, may be used under the following conditions when authorized by the authority having jurisdiction:

1. The producing mill shall sell or provide the lumber directly to the ultimate consumer or the consumer's contract builder for use in an approved structure.

2. The producing mill shall certify in writing to the consumer or contract builder on a form to be produced by the authority having jurisdiction that the quality and safe working stresses of such lumber are equal to or exceed No. 2 grade of the species in accordance with the conditions set forth in DOC PS 20. Such certification shall be filed as part of the building permit application.

3. The use of such lumber shall be in accordance with Section 503 of the 2015 IBC , limited to:

a. Buildings of residential Group R occupancy not exceeding three stories in height.

b. Buildings of assembly Group A, business Group B, educational Group E, factory industrial Group F, high-hazard Group H, institutional Group I, mercantile Group M, storage Group S, and utility miscellaneous Group U occupancies not exceeding 10,000 square feet (929 m2) of cumulative floor area or 35 feet (10 668 mm) in height.

TOWN OF SIDNEY C	ODE ENFORCE	MENT
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44 Grand Street, Sidney, New York 13838 FAX (607) (607) 561-2334 email: sidneycodes@gmail.com FORM A-5

GARAGE/SHED OR SIMPLE STRUCTURE PLAN Page ____ of ____

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DA	ATE:	:	_/_		/			ΤΑΧ	MA	P #	<u> </u>		 						

<u>SITE PLAN</u>

A plot plan is a diagram of the property where construction is to take place. It is necessary to include a plot plan for all exterior construction on a parcel to demonstrate compliance with such things as set back requirements from property lines and roadways, distance requirements from septic systems to wells, ponds, lakes and streams. Drawings do not need to be to scale but distances indicated must be accurate.

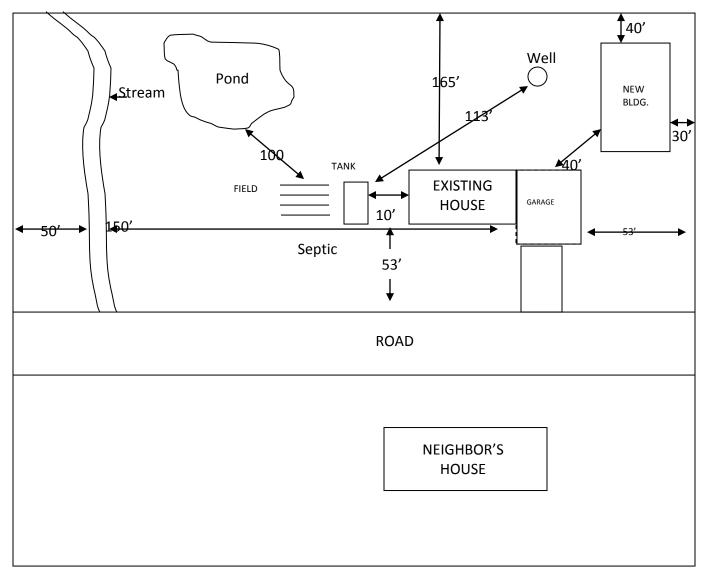
DIRECTIONS

Draw a sketch of your property on a blank or graph paper indicating location of your well, septic, ponds, streams structures, etc. It is important to indicate the following distances:

 \Box New construction to other Buildings, Property Lines and Road Shoulders.

 \Box New construction to septic and wells, water ways and ponds.

□ Septic Systems in relation to Wells, Streams, Ponds, Lot Lines, Roads etc.



EXAMPLE SITE PLAN

FORM A-3

THIS FORM MAY BE SUBSTITUTED WITH A SET OF ENGINEERED PLANS OR OTHER LEGIBLE DRAWING

PROPERTY SITE PLAN WORK SHEET

PROP The s PROP DATE	ite p ERT	lan Y O\	dep WNI	icte ER S	d o IGN	ATU	is do JRE:	ocur	 	 	 				nov	/led	ge.	

44 Grand Street, Sidney, NY 13838

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APPLICATION FOR BUILDING PERMIT

LIST OF CONTRACTORS FOR PROJECT

1. TAX MAP # _____. _____ 1A. OWNER'S NAME: ______

2. LOCATION OF PARCEL- Number & Street: (NOTE: YOU MUST HAVE A VALID 911 ADDRESS. CALL (800) 409-8534 TO CONFIRM OR RECEIVE YOUR 911 ADDRESS)

ALL CONTRACTORS MUST PROVIDE PROOF OF NYS WORKER'S COMPENSATION INSURANCE OR AN EXEMTION CERTIFICATE FOR EACH JOB

NO PERMIT WILL BE ISSUED WITHOUT WORKER'S COMPENSATION DOCUMENTS

☑ Worker's Compensation insurance or exemption information included with permit.

		Electrician:	
Address:		Address:	
Town:			Zip Code:
Cell Phone: ()Em	ail:	Cell Phone: ()	Email:
Excavator:		Mason Contractor:	
Address:			
Town:			Zip Code:
Cell Phone: ()Em	ail:	Cell Phone: ()	Email:
□ Plumbing Contractor:		□ Other Contractor:	
Plumbing Contractor: Address:			
Plumbing Contractor: Address: Town:		Address:	
Address:	Zip Code:	Address: Town:	Zip Code:
Address: Town: Cell Phone: ()Em	Zip Code: ail:	Address: Town: Cell Phone:	Zip Code: Email:
Address: Town: Cell Phone: ()Em Architect/Engineer:	Zip Code: ail:	Address: Town: Cell Phone: () □ Other Contractor:	Zip Code: Email:
Address: Town: Cell Phone: ()Em	Zip Code:	Address: Town: Cell Phone: () □ Other Contractor: Address:	Zip Code: Email: Zip Code:

It is the property owner's responsibility to call the Code Officer for required inspections. You must provide 48 hours notice.

Signature of Owner or Agent

Date

FORM A-12

(607) 561-2334

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APPROVED ELECTRICAL INSPECTORS

1. Croft, Richard	607-972-6713	Commonwealth
2. Cross, Grant	607-627-6218	Commonwealth
3. Hoag, Mark	607-437-0169	Independent
4. Hyland, Dennis	315-867-0307	Independent
5. Inserra, Joseph	315-219-9556	Independent
6. Irwin, David	518-797-3520	The Inspector LLC.
7. Mazzara, Frank	315-724-7659	Middle Department
8. Miers, Michael	315-843-5155	Atlantic Inland
9. Moon, Rick	518-882-6140	The Inspector LLC.
10. Morosco, Thomas	315-735-5233	Independent
11. Murad, Greg	888-693-4693	NY Electric
12. Near, Dave	518-852-0826	Northeast Electrical Inspectors LLC
13. Reynolds, Steve	518-852-0826	Northeast Electrical Inspectors LLC
14. Rudy, John T.	607-669-4308	Atlantic Inland
15. Ryan, Bill	518-363-0181	The Inspector LLC.
16. Sanfillippo, Mike	607-859-2479	Atlantic Inland
17. Savage, Ernest	315-895-7560	Atlantic Inland
18. Sweet, Brian	518-673-5123	The Inspector LLC.
19. Van Hoevan, Steve	315-294-2898	Independent
20. Veen, Ed	607-652-3146	Commonwealth
21. Weaver, Terry	518-273-0861	Middle Department
22. Welter, John	315-839-5563	Commonwealth
23. Zeman, Richard	315-866-0993	NY Board