

**APPLICATION FOR A BUILDING PERMIT
SEPTIC**

WHAT YOU WILL NEED TO SUBMIT FOR THIS PERMIT (Check List):

- This completed building permit application signed by the owner (no permit application will be accepted unless it is completely filled out). **INCOMPLETE APPLICATIONS WILL BE RETURNED.**
- Application fee. No permit application will be reviewed without the required fee.
- 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
- Site plan (to scale), and clear complete drawings of the work proposed.
- An engineered septic design for new systems or a septic report for existing systems if additional bedrooms are added.

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

**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 PREVENTION AND BUILDING
CODES AND APPLICABLE ORDINANCES. ALLOW 14 BUSINESS DAYS FOR REVIEW.
YOU ARE RESPONSIBLE FOR ANY CHANGES THAT MUST BE MADE.
LATE FEES AND FINES MAY BE ASSESSED**

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

TOWN OF SIDNEY CODE ENFORCEMENT

44 Grand Street, Sidney, New York 13838

(607) 561-2334

FAX (607) 561-2335

email: sidneycodes@gmail.com

BUILDING PERMIT APPLICATION

FORM #1

TAX MAP NUMBER: # _____

PROJECT LOCATION: _____

(NOTE: YOU MUST HAVE A VALID 911 ADDRESS. CALL (800) 409-8534 TO CONFIRM OR RECEIVE YOUR 911 ADDRESS)

1. DESCRIPTION OF PROJECT: (CHECK ONE) RESIDENTIAL COMMERCIAL AGRICULTURAL NARRATIVE _____

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 permit.

3. OWNER'S NAME, ADDRESS, PHONE AND EMAIL IF SAME AS APPLICANT (Go to #4)

NAME _____

ADDRESS _____

HOME PHONE: (____) _____ CELL: (____) _____

EMAIL _____

4. CONTRACTOR'S NAME, ADDRESS, PHONE AND EMAIL LIST ADDITIONAL CONTRACTORS ON SUPPLEMENT – FORM A-7

NAME _____

ADDRESS _____

WORK PHONE: (____) _____ CELL: (____) _____

EMAIL _____

Contractor has employees and/or wages are being paid for performance 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 OR AN EXEMPTION FORM.

NOTE: NO PERMIT WILL BE ISSUED WITHOUT PROOF OR EXEMPTION – THIS WILL DELAY YOUR PERMIT

TOWN OF SIDNEY CODE ENFORCEMENT

5. Cost of construction or alteration: \$ _____

6. Is the site located within a flood plain? Yes No (IF YES - INCLUDE FORM A-6)

Is the site located within a designated wetland? Yes No

7. REQUESTING A PERMIT FOR: (CHECK ALL THAT APPLY AND ATTACH RELATED FORMS WITH APPLICATION)

- Residential Dwelling: Built On-Site Modular Four + Multiple Dwelling
- Two-Family Three Family } (Attach Form R-1)
- Manufactured Home (Attach Form R-2 to application)
- Alteration Repair Renovation (Attach hazardous materials acknowledgement supplement to application)
- Addition What is the addition? _____
- Change of Occupancy What is the change? _____
- Accessory Structure: Garage Shed Other: _____
- Agricultural Building used solely for farm implements, hay, grain, poultry, livestock or horticultural products.
- Septic System: New System Tank Replacement Repair/Upgrade Replace Failed System
- Swimming Pool: Above Ground In Ground Hot Tub Spa
- Electrical (Attach electrical supplement to application)
- Solar Electrical (Attach electrical supplement to application)
- Plumbing (Attach plumbing attachment to application)
- Heating System or Appliance (Attach heating supplement to application)
- Roof Asphalt Shingle Metal Other: _____
- Demolition (Attach hazardous materials acknowledgement supplement to application)
- Other Construction: _____

CONDITIONS FOR PERMIT:

- a. Work conducted pursuant to a building permit must be visually inspected by a Code Enforcement Official and must conform to the submitted plans and specifications, NYS Uniform Fire Prevention and Building Code, the local laws of the Town of Sidney, and all other applicable codes, rules and regulations.
- b. It is the permit holder's responsibility to **contact the Code Enforcement Officer at least 48 hours prior to requiring an inspection.** This is especially true for work that will not be visible once it is covered. More than one inspection may be required.
- c. **THE OWNER HEREBY AGREES TO ALLOW THE CODE ENFORCEMENT OFFICER OF THE TOWN OF SIDNEY OR HIS DESIGNEE ACCESS TO THE PROPERTY WHERE THE PROJECT IS LOCATED FOR THE PURPOSES OF INSPECTING THE SUFFICIENCY OF THE WORK PURSUANT TO THIS PERMIT, PROVIDED HOWEVER THAT SUCH INSPECTION(S) SHALL BE LIMITED TO THE WORK BEING CONDUCTED PURSUANT TO THIS PERMIT AND ANY OTHER NON- WORK-RELATED VIOLATIONS THAT ARE READILY DISCERNIBLE FROM SUCH INSPECTION(S). INSPECTIONS MAY BE UNANNOUNCED BUT WITHIN REASONABLE BUSINESS HOURS.**
- d. Work undertaken pursuant to this permit is conditioned upon and subject to any state and federal regulations relating to asbestos material, lead or mold. Disturbance, alteration or demolition of existing walls, ceilings, floors, roofs, materials, structures or systems, may require special handling, abatement or containment by a certified or licensed professional. It is the owner's responsibility to comply with any and all requirements under this notification, State, Federal or other applicable laws, codes, regulations or standards.
- e. This permit does not include any privilege of encroachment in, over, under upon any street or right-of-way. Any additional permits, notifications, or approvals required to perform work pursuant this project is the sole responsibility of the owner.
- f. This permit does not include any privilege or authority to disregard or violate any rule, regulation, code, law or requirement of The Town of Sidney or any other government body with authority to promulgate such rules, regulations, codes, laws or requirements.
- g. I HEREBY CERTIFY THAT I HAVE THE AUTHORITY TO MAKE THE FOREGOING APPLICATION AND THAT THE INFORMATION IS CORRECT.

SIGNATURE: _____ DATE: _____

APPLICATION # _____ APPLICATION RECEIVED: ___/___/___ <input type="checkbox"/> PLANNING BOARD APPROVAL REQUIRED	CODE OFFICER USE ONLY <input type="checkbox"/> C <input type="checkbox"/> R <input type="checkbox"/> RA <input type="checkbox"/> I <input type="checkbox"/> Flood Zone Permit: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> ZBA APPROVAL REQUIRED	Building Permit Fee \$ _____ Septic Permit Fee \$ _____ Well Permit Fee \$ _____ Deck Permit Fee \$ _____ _____ Permit Fee \$ _____ TOTAL FEES PAID: \$ _____
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APPLICATION FOR BUILDING PERMIT
ON SITE SEPTIC SYSTEM

FORM A1

- 1. TAX MAP # ... 1A. OWNER'S NAME:
2. LOCATION OF PARCEL- Number & Street:
3. Residential System Commercial System
4. What are the current dimensions of the current structure serviced by this system?
5. What are the square feet of the addition, alteration or renovation?
6. Type of installation: New Septic System Replacement Tank Replace Leach Field Drywell Replacement

NOTE: Engineered design projects must include a plot plan sketch of the proposed location of all components of your system and the related distance to water wells, streams and ponds and property lines.

- 7. Has the current septic system failed?
8. Does the work include moving the system to a new location?
9. How many sleeping rooms will the new or upgraded system service?
10. What is the distance from the leach field to the nearest stream or pond?
11. What is the distance from the leach field to the nearest potable water well?
12. What is the distance from the leach field to the nearest lot line, property line or road, whichever is closer.
13. Perculation test results:

14. Design professional who is designing the system:
NAME ADDRESS: TOWN: PHONE: CELL: EMAIL

I HAVE INCLUDED A PROOF OF WORKER'S COMPENSATION.

NO PERMIT WILL BE ISSUED WITHOUT PROOF OF WORKERS COMP OR AN EXEMPTION
NOT PROVIDING THIS WILL DELAY YOUR PERMIT

I HAVE INCLUDED THE REQUIRED SITE PLAN.

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

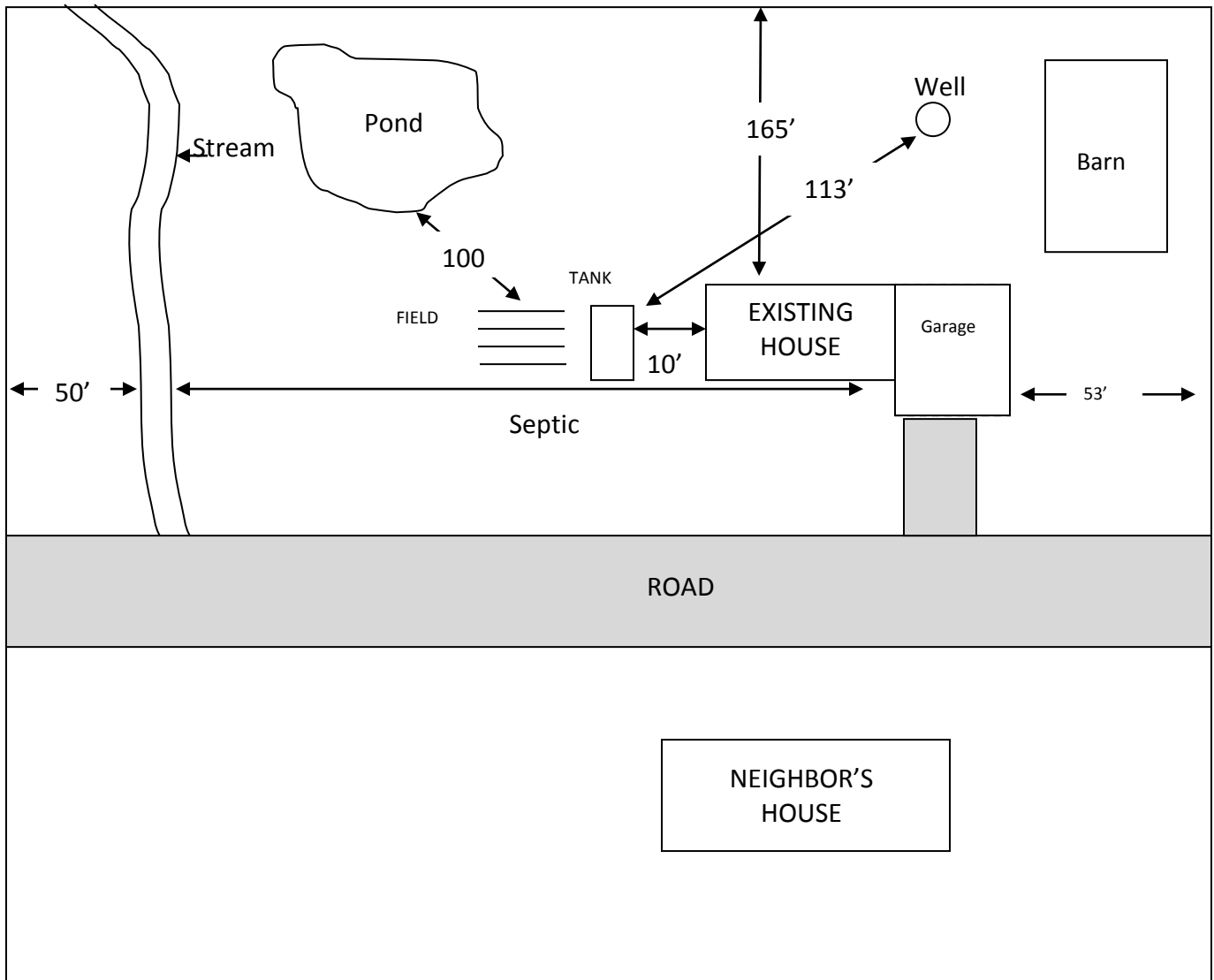
SITE PLAN

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:

- New construction to other Buildings, Property Lines and Road Shoulders.
- New construction to septic and wells, water ways and ponds.
- Septic Systems in relation to Wells, Streams, Ponds, Lot Lines, Roads etc.



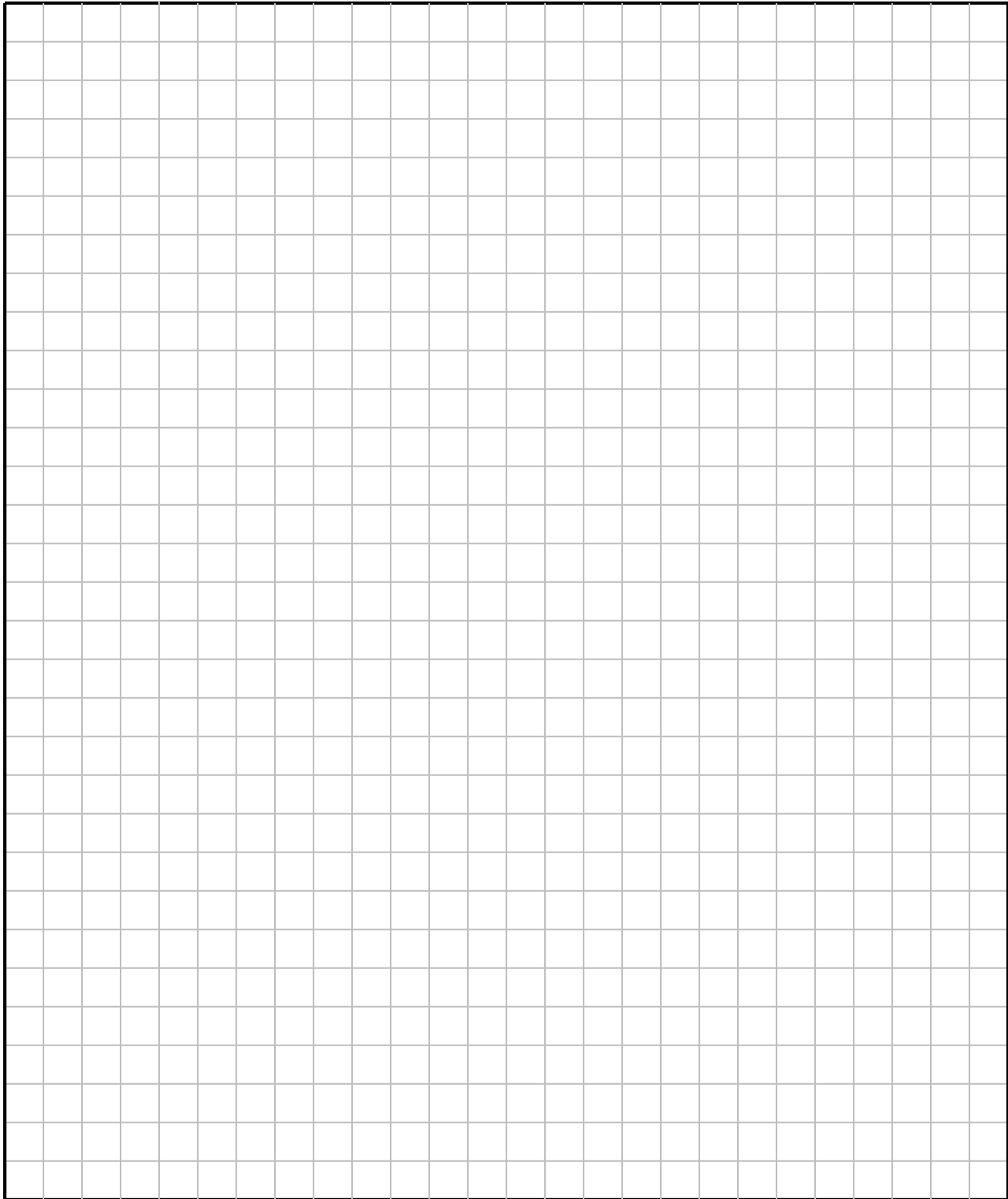
EXAMPLE SITE PLAN

TOWN OF SIDNEY
CODE ENFORCEMENT

FORM
A-3

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

PROPERTY SITE PLAN WORK SHEET



PROPERTY OWNER: _____

The site plan depicted on this document is true and accurate to the best of my knowledge.

PROPERTY OWNER SIGNATURE: _____

DATE: ____/____/____ TAX MAP # ____-____-____