Village of Fayetteville

Building and Zoning 425 East Genesee Street Fayetteville, NY 13066



Building Permit Application

PROCEDURE

Submit the following required items with your completed application: *These may vary according to the project*

| ☐ Complete all applicable sections of the Building Permit Application |
|---|
| \Box All applicable parties must provide their notarized signatures on the application. |
| ☐ Copy of the survey indicating current and proposed structure locations, dimensions and setbacks |
| ☐ Approved SPDES Permit from NYSDEC (If disturbing one acre or more of land) |
| ☐ Building Plans (Stamped by licensed NYS architect/engineer when value of construction exceeds |
| \$20,000, when construction exceeds 1500 Sq. Ft., or when construction involves structural work) |
| ☐ Energy Code Certification (Signed by the builder or registered design professional) |
| ☐ Truss Design Sheets or Certificates (Signed by the builder or registered design professional) |
| ☐ Electrical permit application must be filed with Town of Manlius Planning Department |
| ☐ Plumbing permit application must be filed with the Onondaga County Plumbing Control Department |
| ☐ Insurances Required: |
| |

- Liability Insurance Certificate
 - o <u>INSURED/SELF INSURED</u>
- *NYS Disability Benefits Coverage
 - o <u>INSURED/SELF INSURED</u>: DB-120.1 or DB-155
- *Worker's Compensation Insurance Certificate
 - o INSURED: Form C-105.2 or U-26.3
 - o SELF INSURED: Form SI-12 or Form GSI-105.2
 - o <u>EXEMPT</u>: <u>Form CE-200</u>
 - O <u>HOMEOWNER</u> (Owner-occupied): <u>Form BP-1</u> (If you are performing all of the work for which the building permit was issued/not hiring or compensating individuals doing the work/have a homeowners insurance policy in effect at the property and are hiring or paying individuals for a total of less than 40 hours a week)
 - CONTRACTOR: EPA lead based paint renovators certificate for any residential, public or commercial building built before 1978 where renovations disturb six square feet or more of interior painted surface per room and/or exterior work which disturbs over 20 square feet of painted surface.

*ACCORD forms are NOT acceptable proof of Worker's Compensation Coverage or Disability Benefits Insurance

- D) An application is considered complete once all applicable required items have been received. The Codes Enforcement Officer has 10 business days to review a completed application and to approve or deny same.
- E) <u>All applicable inspections listed on the Building Permit are MANDATORY. Please call 48 hours in advance to schedule inspections.</u>
- F) Building Permit shall be valid for 6-months. If project is not finished after the 6-month expiration, the permit may be renewed for an additional 6 month period. If the project is not finished after the one year expiration date, a renewal fee will be charged.

BUILDING PERMIT APPLICATION

(All applicable sections of this application must be completed – <u>incomplete applications will not be considered.</u>)

| Project Address: | | Tax map #: | |
|--|--------------------------------|----------------------|--|
| | Subdivision Name: | | |
| Property Owner: | Contact: | | |
| Address: | Daytime Phone: | | |
| Tonant (If applicable): | | Contact | |
| Tenant (If applicable): | | | |
| Address: | | Phone number: _ | · |
| Contractor: | | Contact: | |
| Address: | | Phone number: _ | |
| For certification of proposed use ar | nd occupancy for constru | ction, Village of | Fayetteville, County of |
| Onondaga; Undersigned petitions p | permission for (check all | that apply): | |
| [1 Ch -1 - F H- H | f 1 C 1/J. 1 | | |
| Single Family House | Commercial/Indu | U | |
| Repair | Detached Garage/ Pole Barn | | |
| Addition | [] Shed | | |
| Manufactured Home | Renovations | | |
| Deck/Porch Swimming Pool Circle: (In grou | Other: | | |
| Description of the proposed project | | | |
| Description of the proposed project | and its proposed use. | | |
| | | | - |
| Project Use: [] Residential [] C | ommercial [] Other: _ | | |
| Project Dimensions: Width: | | | |
| Distance from lot lines: Front: | | | |
| Lot Frontage: | | | |
| | | | |
| Estimated value of all work – mate | erials and labor: \$ | | |
| Will the proposed construction cau | | | |
| | | | |
| Is the project in a flood hazard zor | | | |
| Is the project within 100' of any w | etlands? (If | yes, the survey mus | st show the location of the wetlands) |
| New York State law requires that all plans | s, drawings and specifications | relating to the cons | truction or alteration of buildings or |
| structures bear the original seal and signat | ture of a NYS licensed Profess | sional Engineer or R | Registered Architect when value of |
| construction exceeds \$20,000, when const | ruction exceeds 1500 Sq. Ft., | or when construction | on involves structural work |
| Architect: | ז | RA PF | Lie #· |
| Address: | | | |
| Auuless. | | r none 1 | T• |

Applicant Certification: I hereby certify that I have read the instructions and examined this complete application and know the same to be true and correct. That all work done under this permit will comply with the requirements of the New York State Uniform Fire prevention and Building Code, the Village of Fayetteville Zoning Ordinance and all other applicable regulations. I also understand that the granting of this permit does not presume to give authority to violate or cancel the provisions of any other State or Local Law regulating construction or land use or the performance of construction. INSPECTIONS REQUIRED: I understand that I am responsible to ensure that the required building inspections listed on the reverse side of this application are performed as construction progresses and that in no case shall construction proceed beyond any required inspection until such construction has been approved by the Code Enforcement Officer. CONSENT TO ENTER PROPERTY: I recognize that by signing this application, I am giving consent to the Code Enforcement Official of the Village of Fayetteville to enter the subject property for the purpose of obtaining information relevant to the processing of this application. I also understand that by acceptance of a permit, I agree to allow representatives of the Village of Fayetteville access to the property covered by the permit, at reasonable times, for the purpose of ascertaining compliance with the permit.

| Property Owner Name: | | _ |
|---|---|---|
| Property Owner Signature: | Date: | |
| STATE OF, ss.: | | |
| to me known to be the person(s) describe | med in and who executed the within and foregoing instru- or the uses and purposes therein mentioned. | ment, and acknowledged that he/she signed the |
| Witness my hand and official seal hereto | affixed | |
| this day of | | |
| Property Tenant Name: | | |
| Property Tenant Signature: | Date: | _ |
| STATE OF, ss.: | | |
| | med in and who executed the within and foregoing instru- or the uses and purposes therein mentioned. | ment, and acknowledged that he/she signed the |
| Witness my hand and official seal hereto | affixed | |
| this day of | | |
| Property Contractor Name: | | |
| Property Contractor Signature: | Date: | |
| STATE OF, ss.: | | |
| to me known to be the person(s) described | med in and who executed the within and foregoing instruor the uses and purposes therein mentioned. | ment, and acknowledged that he/she signed the |
| Witness my hand and official seal hereto | affixed | |
| this day of | | |
| | | |

| Date Submitted: | Date Reviewed: | Approved By: |
|-----------------|----------------|-----------------|
| | | |
| Permit #: | Date Denied: | Denied By: |
| Deposit Amount: | Date Notified: | Planning Board: |
| Permit Fee: | Reason Denied: | Zoning Board: |

| Onondaga County Health Department | Town of Manlius Electrical Permit # | Onondaga County Plumbing Permit # |
|------------------------------------|--------------------------------------|------------------------------------|
| Inspection Date: | Inspection Date: | Inspection Date: |
| Result: Pass / Fail | Result: Pass / Fail | Result: Pass / Fail |



Village of Fayetteville

425 East Genesee Street Fayetteville, NY 13066 (315)637-9864

Approved Third Party Electrical Inspectors

Town of Manlius Planning & Development – Ernest Conklin 301 Brooklea Drive Fayetteville, NY 13066 (315) 637-8619

The Inspector – Tim WillseyP.O. Box 140 Little York, NY 13087 (315) 247-9162 or (518) 497-9918

New York Atlantic Inland – Richard Kersey 997 Mclean Rd Cortland, NY 13045 (607) 753-7118 or (315) 532-0110

Independent Consolidated Inspection Services P.O. Box 4178 Utica, NY 13504 (315) 735-5233

Commonwealth Electrical Inspection Service, Inc. P.O. Box 723 Mendon, NY 14506 (585) 624-2380

Middle Department Inspection Agency – Bill Davis 480 State Street Suite 401 Rochester, NY 14608 (585) 454-5191

INSPECTION SCHEDULE FOR NEW CONSTRUCTION

All applicable inspections listed below are MANDATORY.

FOOTINGS/POSTS:

Are to be placed on undisturbed soil, a minimum of 42" deep, formed on both sides of the concrete with 2 by X lumber, sized in accordance with the NYS Uniform Building Code. Forms are to be squared and leveled to fit the structure. Rebar is to be installed per ACI specs, each bar to be aligned under edges of foundation. Rebar is to be located one-third up in the forms and is to be supported on chairs or wire-tied to the forms. Overlaps are to be a minimum of 24" and tied on both ends.

CALL FOR INSPECTION BEFORE ORDERING CONCRETE OR FILLING POST HOLES!

Perimeter drainage is to be installed as shown in the drawing to the right. If there is a problem with water or mud there are alternatives, please call. If a sump pump is used; a similar drainage system is required on the inside. If a walk-out basement is anticipated, the

Typical Foundation Cross-section Sill Plate -Sill Insulation (Pressure Treated) R-11 Insulation Anchor Bolts* Grade < from the sill to 48" below grade (Interior, exterior (Exterior Side) Waterproofing or combination) and Insulation Foundation Wall ✓ Floor Filter Paper Gravel or Rebar – (Aligned Crushed Stone with wall edges) Footer Drain

foundation in that area must be below the frostline and insulated.

** CALL AT LEAST TWO DAYS AHEAD TO SCHEDULE INSPECTIONS **

- FOUNDATION: Foundation wall including sill plate, anchor bolts (10" in length, 6' on center and 12 inches from the end of any section of sill plate), waterproofing, drainage tile and exterior insulation BEFORE BACKFILLING.
- FRAMING: Vertical and horizontal members, sub-flooring and wall and roof sheathing. Interior members after electrical
 and plumbing rough-ins and BEFORE INSULATING OR ENCLOSING.
- MECHANICALS, CHIMNEYS & FIREPLACES: To be inspected BEFORE ENCLOSING.
 Must be approved before insulation or gypsum is applied. All heating devices are to comply with Manufacturer's specs.
- ELECTRICAL: Rough-in electrical inspection is required PRIOR TO INSULATION OR DRYWALL.
 We need to see the inspection approval from the applicable, approved inspection agency before insulation is started.
- 6) PLUMBING: Rough-in plumbing inspection is required PRIOR TO INSULATION OR DRYWALL. We need to see the inspection approval from the ONONDAGA COUNTY HEALTH DEPARTMENT before insulation is started.
- FIRE-STOPPING: Vertical and horizontal firestopping after mechanical, electrical and plumbing rough-ins.
- 8) INSULATION: Batting insulation must be inspected PRIOR TO INSTALLING GYPSUM. If insulation is blown into attic or wall areas, vender certification is required. INSULATION OF BASEMENT: Joist cavities downward to 48" below grade are to be insulated with minimum R-11; inside or outside. Fire-rated material covering is required inside.
- 9) FIRE SEPARATION: Fire separations for attached garages are to be as follows: 5/8" type X gypsum wallboard on garage side of the partition between the garage and the house and 5/8" or ½" type X gypsum on the house side. Complete coverage to underside of roof deck or entire garage ceiling coverage is required. Fasteners are to be 12 inches on center along framing members and countersunk 1/32". Where a room exists above the garage all load bearing garage walls are to be covered with 5/8" type X gypsum wallboard and the fasteners on the ceiling are to be 6 inches on center. WALLBOARD MUST BE INSPECTED BEFORE FASTNERS ARE CONCEALED.
- 10) <u>FINAL BUILDING INSPECTION</u>: Must be performed prior to occupancy or use.* <u>FINAL ELECTRICAL & PLUMBING INSPECTIONS</u>: Should be scheduled prior to final building inspection.

AS-BUILT SURVEY: An as-built survey (structure location plotted on final survey by a N.Y.S. licensed surveyor) is required for all new commercial, residential and projects involving variances and may be required for other projects.

- This is a general inspection schedule and may not include all of the required inspections that pertain to your individual project
- If the applicable certificate is not obtained prior to occupancy or use, legal action will be taken as outlined in the Village of Fayetteville Zoning Ordinance
- Failure to have a required inspection certified by the Code Enforcement Officer will negate the issuance of a certificate

Certificate of Occupancy/Compliance: Must be obtained BEFORE OCCUPANCY OR USE TAKES PLACE.