

Permit # _____

**CITY OF ONEIDA
OFFICE OF CODE ENFORCEMENT**

Date _____

Application is hereby made to the Codes Department for the issuance of a Building/Zoning Permit pursuant to the N.Y.S. Uniform Fire Prevention & Building Code for the construction of buildings, additions or alterations, as herein described. The applicant or owner agrees to comply with all applicable laws, ordinances, regulations and all conditions expressed on the back of this application which are part of these requirements, and also will allow all inspectors to enter the premises for the required inspections.

NOTE - READ INSTRUCTIONS

OWNER'S NAME: _____ ZONING DISTRICT _____
ADDRESS: _____ LOT SIZE _____ AREA _____
TEL# () _____ EXISTING BLDG. SIZE _____
TAX MAP# _____ NEW BLDG. SIZE _____

Property Location of Proposed Construction

New Building Yards: Zoning-Set Backs:

(Fill in Plot Diagram on back)

Front Set Back _____ Feet

Right Side Yard Width _____ Feet

Left Side Yard Width _____ Feet

Rear Yard Depth _____ Feet

Bldg. Height _____ Ft. _____ Stories

Estimated Cost: \$ _____

Floor Area _____ Sq. Ft.

Bldg. Permit Fee: \$ _____

C/O Permit Fee \$ _____

Sewer Permit Fee \$ _____

Truss Identification fee: \$50.00

TOTAL FEE: \$ _____

Existing Use of Property _____

Explain Work Being Done _____

Contractor's Name: _____

Address: _____

_____ Zip _____

Tel# () _____

Name of Compensation or General Liability

Carrier: _____

Policy # _____

NOTE: Inspections by Code Department are required at the following schedule. (You must call for Inspections)

- | | |
|---|--|
| 1. Footings before pouring concrete. | 4. Insulation inspection |
| 2. Foundation inspection before backfill | 5. When all work is completed, final inspection is required by: Sewer, Electrical and the Codes Dept. No occupancy of building is permitted without a Certificate of Occupancy issued by the Codes Dept. |
| 3. Plumbing, heating, framing, and electrical inspections before any closing in of the framework. | |

NOTE: THIS BUILDING PERMIT IF FOR RESIDENTIAL OR COMMERCIAL WORK EXPIRES SIX (6) MONTHS FROM DATE ISSUED.

SIGNATURE OF OWNER, APPLICANT OR AGENT

PRINTED OR TYPED COPY OF SIGNATURE

The application of: _____ Dated: _____

is hereby approved (disapproved) and permission granted (Refused) for the construction, reconstruction or alteration of a building and/or accessory structure as set forth above.

Reason for refusal of permit:

Dated: _____

CODES DEPARTMENT OFFICER

INSTRUCTIONS

1. This application must be completely filled in by typewriter or in ink & submitted to the Codes Office.
2. Plot plan showing location of lot and of building on premises, relationship to adjoining premises or public Streets or areas, and giving a detailed description of layout of property must be drawn on the diagram which is part of this application.
3. This application must be accompanied by one complete set of plans showing proposed construction.
4. The work covered by this application may not be commenced before the issuance of Building & Zoning Permit.
5. Upon approval of this application, the Codes Department will issue a Building/Zoning Permit to the applicant Such permit and approved plans shall be kept on the premises available for inspection throughout the progress of the work.
6. No building shall be occupied or used in whole or in part for any purpose whatever until a Certificate of Occupancy shall have been granted by the Codes Department.
7. Costs for the work described in the Application for Building Permit include the cost of all of the construction, and other work done in connection therewith, exclusive of the cost of the land. If final cost shall exceed estimated cost, an additional fee may be required before the issuance of a Certificate of Occupancy.
8. Any deviation from the approved plans must be authorized, by the approval of revised plans, subject to the same procedure established for the examination of the original plans. An additional permit fee may be charged predicated on the variation from the original plans.

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PLOT DIAGRAM

Locate clearly and distinctly all buildings whether existing or proposed, and indicate all set back dimensions from property lines. Give lot and block numbers or description according to deed, and show all easements and street names and indicate whether interior or corner lot, supply an approved plot plan showing all the above requirements. **NOTE: TO PREVENT ANY DRAINAGE PROBLEM, SHOW ELEVATIONS, GRADING, SWALES, ETC.**

Elevations of finished grades in relation to crown of road.

A. _____

B _____

C. _____

D. _____

Ground Floor _____

Remarks _____

NOTE: 1. If this is a vacant lot, print in dimensions of new building.

2. If there is an existing building & a proposed addition, print in dimensions & show addition.

