

TOWN OF ANNSVILLE

PERMIT #: _____

ISSUE DATE: _____

PERMIT MUST BE DISPLAYED ON THE PROPERTY OR THE PREMISE IN A WEATHER-PROOF MANNER TO WHICH CONSTRUCTION ACTIVITIES ARE APPLICABLE.
BY ACCEPTING THIS CERTIFICATE THE PERMIT HOLDER CONSENTS TO REASONABLE ACCESS TO THE SITE IN THE PERFORMANCE OF DUTIES BY THE CEO.

BUILDING PERMIT

APPLICANT(s): _____ PROJECT TYPE: _____

OWNER(s): _____ PROJECT ADDRESS: _____

PERMITTED PROJECT: _____ OCCUPANCY: _____

(Description of the Approved Application)

CEO COMMENTS: _____

APPROVED PLANS REQUIRED ON SITE: DRAWINGS: YES SWMP: _____ SAFETY: _____ TRAFFIC: _____

CALL 24-HOURS TO CONFIRM REQUIRED INSPECTIONS:

(STAMPED SIGNATURE AND INSPECTION DATE IS REQUIRED)

SITE / EXCAVATION / FOUNDATION	CONCRETE / MASONRY	ROUGH FRAMING	ROUGH ELECTRICAL	ROUGH MECHANICAL
Acceptance Date:	Acceptance Date:	Acceptance Date:	Acceptance Date:	Acceptance Date:
ROUGH PLUMBING	INSULATION	ENERGY ACCESSORIES	AIR TEST	POOL / FENCE
Acceptance Date:	Acceptance Date:	Acceptance Date:	Acceptance Date:	Acceptance Date:
UFP FIRE / ALARM	SAFETY	WOOD STOVE	OTHER:	FINAL
Acceptance Date:	Acceptance Date:	Acceptance Date:	Acceptance Date:	Date:

This Permit has been issued for the intended approved project and is on file with this Office. Any Work revealed to be out of compliance, or unauthorized changes to the Work without the express, written approval of the Designer-of-Record may result in a Notice to Remedy, Stop Work Order or Permit Revocation.

CODE ENFORCEMENT OFFICE _____

DATE _____

PERMIT NUMBER: _____

PERMIT COST(S): _____

TOWN OF ANNSVILLE

BUILDING PERMIT APPLICATION

APPLICANT(s): _____ PHONE / EMAIL: _____

OWNER: _____ PHONE / EMAIL: _____

BUILDER: _____ PHONE / EMAIL: _____

PROJECT ADDRESS: _____ TAX MAP: _____

ZONE / DISTRICT: _____ PROVISIONS: SWMP / WETLAND / SURVEY / SAFETY
Circle Applicable

CURRENT PROPERTY USE & OCCUPANCY: _____ Commercial _____ Agricultural _____ Single Family
_____ Multi Family _____ Vacant Land _____ Other _____

PROPOSED PROJECT: _____ New Construction _____ Alteration to Existing
_____ Addition to Existing _____ Reconstruction
_____ Occupancy Change _____ Demolition (Asbestos Survey)
_____ Commercial _____ Agricultural
_____ Storage _____ Pool: (NYS REGULATIONS / ELE INSPECT / ALARM / FENCE)
_____ Septic _____ Other: _____

DESCRIPTION OF PROJECT: _____

DESIGN PLANS: _____
(2-Sets 12 x 17 Stamped / Site Plan / Septic Plan / Provide Single Line Plumbing, Electrical, Mechanical, Alarm Drawings per 19 NYCRR 1203.3)

BUILDER(S): _____
(Contact Information for Inspections)

INSURANCE / BONDING / LIABILITY: _____

ESTIMATED COSTS: MATERIAL- _____ LABOR- _____

SIGNATURE OF APPLICANT / ISSUE DATE: _____

UBC-UFC-ECC: _____ / _____ / _____ EXPIRATION DATE: _____
& DATE: **Issued** Pending Returned
For Construction

INSPECTIONS REQUIRED:

_____ SITE _____ FOUNDATION _____ MASONRY _____ FRAME _____ ELE _____ MECH _____ PLUM _____ INSUL _____ AIR _____ FIRE _____ SAFETY _____ FINAL

Code Enforcement Officer

Date

An approved application does not constitute authority to operate or perform any Work in violation of Local, State or Federal Law. All Work to be performed in strict compliance of the approved Drawings, recognized Uniformed Building Code(s), recognized Uniform Fire Code(s) and applicable NYS Energy Code(s).

Return Original Pages 1 & 2

BUILDING & PERMIT CHECKLIST

The CEO is a duly assigned and recognized Public Officer, and serves in the lawful capacity at the pleasure of the Town, Coun, reflective of those duties supplementary to The State of New York to ensure to the greatest extent possible. We work towards voluntarily compliance with applicable codes and standards meant primarily to safeguard the health, safety and value of our community customers. Yet reserve Administrative Judicial Powers in the event such compliance cannot be, or will not be, observed from the Permit Holder. Or by the residents within that particular jurisdiction(s).

1. IDENTIFY WORK TO BE DONE

New / Existing / Addition / Commercial / Well / Septic / Detached Building / Wood Stove / Fire Place / AG Building / Solar / Deck – Porch / Pool / Fence / Demo / Comm Tower / Manufactured - Home) Change of Occupancy / Water – Sewer Fees / Permit Fee(s) / Demo (Abatement Survey) Verify need for Insurance, Bonding, Liability and License(s) to be submitted before work begins.

2. DRAWINGS / PLANS

Provide two, (2) sets of Plans for review. Allow at least 5-days for examination and comments. PE Stamp / Registered in NY / Certified and Stamped. The Designer must certify on the drawings that the design shall meet or exceed NYS Building Codes / NYS Electrical Codes / NYS Energy Codes / NYS Mechanical Codes / NYS Plumbing / NYS Fire Codes / Septic Design – Perk Test Results. Provide Storm-water Management Plans for projects that disturb over 1-acre. Provide Traffic Control Plans as applicable. Plans shall reflective of Intended Occupancy and use. Structural calculations shall be submitted as applicable. Plans shall call out locations of Dampers, Penetrations, Suppression Devices, Egress, Detectors, etc. Type and thickness of insulation shall be identified. One, (1) set of **Issued for Construction** drawings shall remain on site for the CEO's use. **NOTE:** A Change in Occupancy or Additions may require compliance with current Uniform Fire Codes and requirements.

3. SITE

Identify Wetland, Flood Zone, Use Restrictions, Community Covenants, Off-sets and Boundaries, Wet and Dry Utilities / Services, Traffic / Pedestrian Access as applicable.

4. ZONING

Survey (PLS), Lot Size / Dimensions, Subdivision Designator, Lot Size, Conforming / Non-conforming Lot, Tax Map Location and Ownership, Occupancy Designator, Special Use Permit, Operator Permit, Zoning Board Involvement / Public Participation as applicable.

5. REQUIRED / SUPPLEMENTAL INSPECTIONS

CALL 24-HOURS IN ADVANCE TO SCHEDULE ALL INSPECTIONS BY THE CEO

Air Test, Electrical Inspections, Plumbing Inspections, Potable Water Certifications, Insulation Inspections, Fire Protection / System Certifications, Municipal Connection Coordination, HAZMAT Storage and Operations, Fire Suppression, Extinguishers, Smoke and Alarm Inspections – Certifications. For all roofs Manufactured, Pre-Engineered or Truss Type Approved Drawings, approved Shop Drawings are required. A **911 Roof ID Placard** is required for obtaining the C of O and C of C where applicable. The CEO will notify County Services and the local Fire Authority at completion. (NYS Executive Law 382.b)

THE BUILDER IS RESPONSIBLE FOR CALLING FOR INSPECTIONS
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SPECIFIC INSPECTIONS ARE REQUIRED BY NYS BUILDING, FIRE AND ENERGY CODES. AND SUCH INSPECTIONS MUST BE PERFORMED AND APPROVED BY RECOGNIZED AUTHORITY DURING THE PERFORMANCE OF THE WORK.

OFFICIALS HAVING AUTHORITY RESERVE THE RIGHT TO HAVE THE BUILDER OR OWNER EXPOSE ANY WORK SUBJECT TO INSPECTION IF COVERED, CONCEALED OR BURIED.

EFFORTS AND DELAYS TO EXPOSE AND INSPECT THE WORK WILL BE AT THE BUILDERS OR OWNERS EFFORT AND EXPENSE.

IF THE INSPECTOR OF RECORD DOES NOT SIGN OFF ON THE WORK IT DIDN'T HAPPEN.

FAILURE TO COMPLETE REQUIRED INSPECTIONS MAY RESULT IN DELAYS FOR ISSUANCE OF CERTIFICATES OF OCCUPANCY OR CERTIFICATES OF COMPLETION.

6. C of O / C of C PREREQUISITES

Periodic Inspections, Calls for Required Inspections, Recorded Violations, Submitted Certifications, Manufactured Truss Placard, Electrical Inspection, Manufacturer Certification (Manufactured / Modular Homes) 911 Property ID, (Mailbox / House Number) and Final Walk

7. VIOLATIONS & ORDER TO REMEDY

Periodic inspections may uncover violations to the NYS and / or Municipal Codes. The Builder will be cited in writing. Failure to Remedy may result in Suspension, Fees, Fines and Administrative Judicial Action via Local Law Enforcement and Local Courts. Withholding of Completion Letters, Notification to Lenders and Insurance Carriers, Notification of Bonding and Liability Carriers. *CEO may cite violations on unrelated issues or observations not directly attributed to the Work.*

8. CEO ACCESS

Identification of special PPE, Training, Certification and Right of Entry. Identification of particular safety policies and standards. Times and Days of operations. Special parking, POC's and best manner of communications.

9. DOCUMENTATION

The CEO will provide, to the greatest extent possible, all Laws, codes, references and guidance to assist both the Builder(s) and Residents with available standards and municipal prerequisites to perform the Work. As well as to operate within the expectations of established community standards. Accurate documentation and photographic records are strongly encouraged at every level. And principally before any Work is backfilled, buried, concealed or obscured by successive phases of the Work. One, (1) set of Plans shall remain on the site for the CEO's use at all times.

10. COOPERATION

The CEO shall display, as well as expect, a responsible level of professionalism and cooperation from Owners, Builders, Suppliers and associated teams at all times.

11. ENERGY CONSERVATION

New York State is implementing more energy saving construction requirements to new construction and additions primarily to residential dwelling. As applicable, inspections of footings and foundations to verify compliance with designed R-values, location, thickness, depth of burial and protection of insulation may be required.

Inspections for framing and rough-in ahead of interior finishes to verify the approved type of insulation, corresponding R-values, locations and installation will be required. (U-factor and SHGC and, in the case of Commercial Buildings.) As well as incorporated air leakage and monitoring devices.

Residential Dwellings: Inspections for mechanical rough-in to verify approved plans and specifications regarding HVAC equipment type and size, required controls, system insulation, and corresponding R-value. Programmable thermostats, dampers, whole-house ventilation, minimum fan efficiency and applicable air testing for residential dwellings, as applicable.

Commercial Structures: Building system tests and required energy recovery and economizers, as applicable by the Designer of Record.

LP Tank Property Clearances & Off-sets: 20 to 500 gallons- 10'. 501 to 2000 gallons- 25'. 2001 to 30,000- 50'. Call to confirm safe distances from habitable structures and water wells.

Inspections for electrical rough-in to verify compliance as required by the approved plans and specifications regarding energized systems and components, lighting, illumination systems and fixtures, components and controls, and installation of an electric meter for each separate dwelling, as applicable.

2020 New York State Uniform Fire Prevention and Building Codes contain provisions for Solar and Energy Storage Systems are available upon request.

12. FINAL INSPECTIONS

Residential Dwelling: Installation and demonstration of all approved building systems, equipment and controls. Installation and operation of high-efficacy lamps, fixtures and devices as required. Completion of a Blower-Door Test. Posting of an Energy Certificate listing the predominant R-values of insulation, applicable appliances and other features required by the Designer of Record and installed by the Builder posted on the premise.

Standards of the Energy Rating Index, Section R406 of the 2020 NYSECC, if applicable.

HVAC duct system located outside of the building envelope duct tightness test, if applicable.

Commercial Building: Installation, verification and proper operation of all building controls as required. Receipt of all documents and verifying conditions associated with Building Commissioning. HVAC system certification AND Certificate of Occupancy.

Use the following sheet(s) to illustrate the project features. Show Lot and Parcel dimensions available from the applicable Tax Map. Fill in as much applicable information as practical. Construction projects must adhere to permitted off-set distances for both sides, front and rear distances outside building envelopes. Show clear distances from identified areas of environmentally sensitive zones. Provided information must be accurate. All drawings must be clearly legible, and identify distances of proposed or existing manmade and natural items. (I.e. wells, septic systems, barns or other easily recognizable topographical features) within 150', if applicable.

PLOT PLAN / CONSTRUCTION DIAGRAM

	REAR LOT WIDTH AND OFFSET DISTANCE FROM ADJACENT PROPERTY LINE _____ Feet	
SIDE LOT OFFSET _____ Feet	N	SIDE LOT OFFSET _____ Feet
NOT TO SCALE		
FRONT DISTANCE OFFSET FROM CENTERLINE OF ROAD _____ Feet		

NAME OF ARTERIAL ACCESS, STREET OR ROAD
