

Town of Lincoln
6886 Tuttle Road
Canastota, New York 13032
Phone: (315) 697-8837 Fax: (315) 697-8837

Applications hereby made to the Codes Office for the issuance of a Building Permit pursuant to the N.Y.S. Fire Prevention and Building Code for the construction of buildings, additions or alterations, as per Part 1203. The applicant or owner agrees to comply with all applicable laws, ordinances, regulations and all conditions expressed within this application which are part of these requirements, and also will allow all inspectors to enter the premises for the required inspections.

Please read the application instructions carefully, complete all parts and include building plans and detailed plot diagram. New York State requires that plans be stamped and signed by a N.Y. Licensed Architect or P.E. if there is more than 1500 square feet of habitable space, or if the cost of the building, addition, or alteration exceeds \$20,000.00, or if the building, addition, or alteration will have an effect on either structural or public safety. The plans will also have to be certified that they conform to N.Y. State Energy Code.

All septic system work must comply with N.Y. State Health Dept. regulations. Applications that include a new septic system will have to show the new system within the plot diagram. A percolation test and septic design must accompany the application and be signed by a N.Y. Licensed Architect or P.E. I request a 72-hour notice for an inspection of a septic system prior to back filling.

INSTRUCTIONS

This application must be completely filled in by typewriter or in ink and submitted in duplicate to the Codes Enforcement Officer.

1. Plot plan showing location of a lot and of buildings on premises, relationship to adjoining premises or public streets or areas and giving detailed description of layout of property must be drawn, which is part of this application.
2. This application must be accompanied by two (2) sets of plans showing proposed construction.
3. Copy of Worker's Compensation Insurance made out to The Town of Lincoln (C-105.2 Form)
4. Copy of Liability Insurance made out to The Town of Lincoln
5. For Home Owner performing all work: Complete Worker's Compensation Exemption Form CE-200 at: www.wcb.ny.gov/content/ebiz/wc_db_exemptions/requestexemptionoverview.jsp
6. For Contractors: If exempt from Worker's Compensation Form CE-200 at: www.wcb.ny.gov/content/ebiz/wc_db_exemptions/requestexemptionoverview.jsp
7. Building Demolition/ Renovation- Industrial Code Rule 56 (New York State Department of labor Asbestos) Shall be completed with, proof of completion submitted to the codes department.

The work covered by this application may not commence prior to the issuance of a building permit. All work shall be performed in accordance with the construction documents which were submitted with and accepted as part of the application for the Building Permit. **Fees are double for all work performed without a Building Permit.**

This Building Permit shall become invalid unless authorized work is commenced within six (6) months following date of issuance. **Building Permit is good for one (1) year.** Building permit and approved plans shall be kept on the premises, and be available for inspection throughout the progress of the work.

No Building **SHALL BE OCCUPIED OR USED** until a **CERTIFICATE OF OCCUPANCY OR COMPLIANCE** has been issued.

Any deviation from the approved plans must be authorized, the approval of revised plans is subject to the same procedure established for the examination of the original plans. An additional permit fee may be charged predicated on the extent of the variation from the original plans.

PERMIT NO. _____

Electrical Inspections

Electrical work must be inspected. The Contractor/Owner is responsible for the cost and filing the necessary application. You may use any N.Y.S. Licensed Electrical Inspector. No Certificate of Occupancy will be issued until electrical work has been inspected and approved.

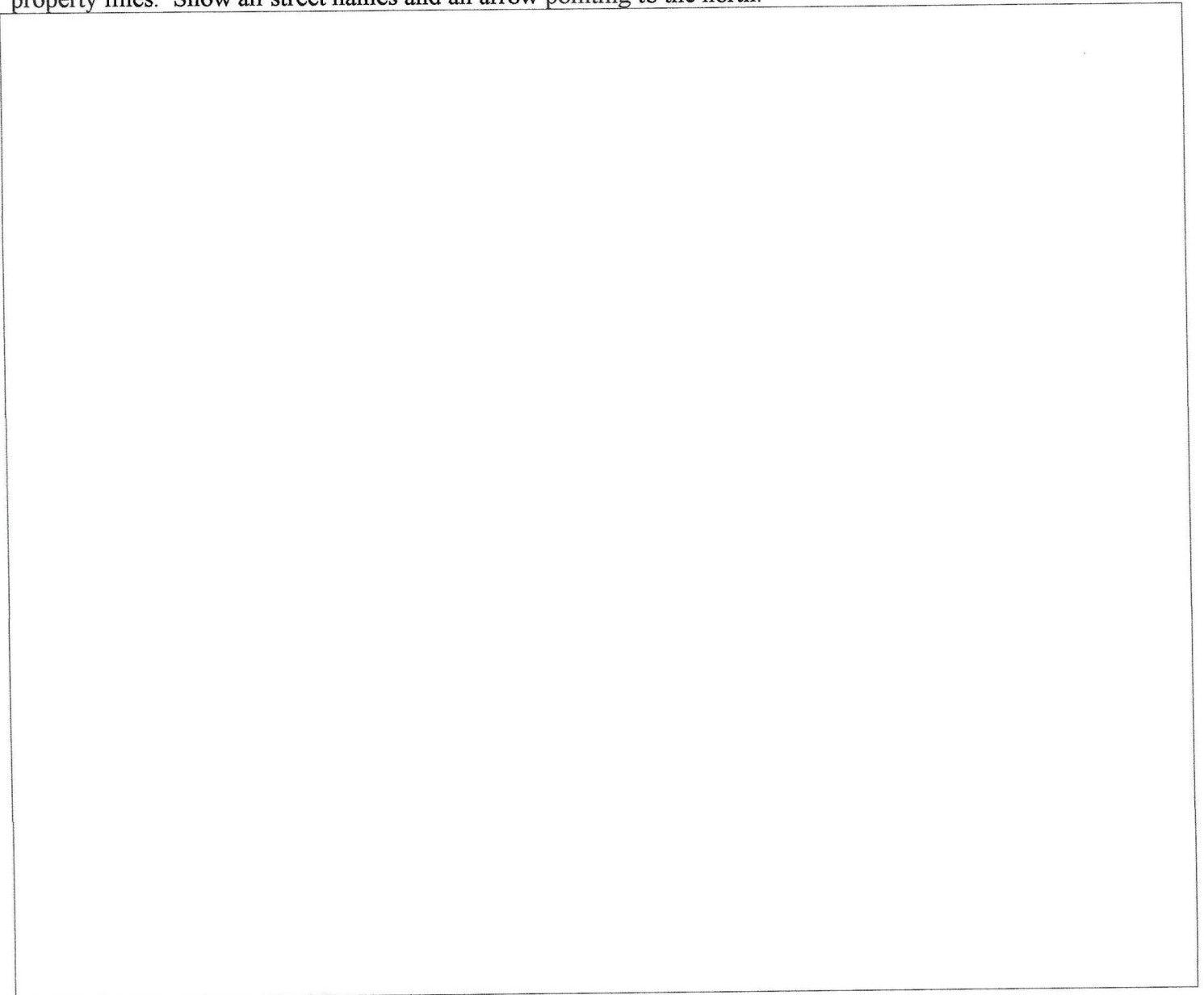
NOTE: THIS BUILDING PERMIT EXPIRES ONE YEAR FROM DATE OF ISSUANCE.

Signature of Owner, Applicant

Printed or Typed copy of Signature

PLOT DIAGRAM

Locate clearly and distinctly all buildings, whether existing or proposed and indicate all setback dimensions from property lines. Show all street names and an arrow pointing to the north.

A large empty rectangular box with a thin black border, intended for the plot diagram. It occupies the lower half of the page.

Construction Details if Professional Plans & Specifications are Not Attached.

Footing:

Width _____ Thickness _____ Depth _____

Foundation wall:

Block size or thickness _____ Height _____

Cellar Depth _____

Wood Foundation:

Lumber size _____ Spacing _____

Note: Wood foundations need to be insulated and sheet rocked for Certificate of Occupancy.

Framing materials:

Floor joist: Size _____ Spacing _____ Type of material _____

Walls: Size _____ Spacing _____ Type of material _____

Roof: Pitch _____ Rafters _____ Trusses _____

Span _____ Roof sheathing material _____

Windows: Size _____ Type _____

Size _____ Type _____

Size _____ Type _____

Size _____ Type _____

Size _____ Type _____

Size _____ Type _____

Insulation: Walls _____ Ceiling _____ Floor _____

Type of heat: _____

Septic designed by: _____

Foundation design by: _____

Comments:

TOWN OF LINCOLN

Permit No. _____ Date _____

Applicant's Name _____ Owner _____

Address _____ Address _____

_____ Zip _____ _____ Zip _____

Phone () _____ Phone () _____

Applicant is (check one or more) _____ owner _____ builder _____ other (specify) _____

Contractor's Name _____ Phone () _____

Address _____ Zip _____

Name of Compensation or General Liability Carrier & Policy No. _____

Project Location: City/ Town/ Village _____

Street _____ Tax Map No. _____

Nature of Work (check all that apply)

_____ deck _____ new home _____ addition _____ alteration (kitchen, bath, furnace)

_____ porch _____ demolition _____ swimming pool Cost of alteration \$ _____

_____ garage _____ mobile home _____ remodeling Cost of addition \$ _____

_____ shed _____ manuf. home _____ Solid Fuel Burning Appliances _____ Generator _____ Sign

_____ Septic _____ Tent _____ Hot Tub _____ Food Preparation Vehicles _____ Fireworks

_____ other (specify) _____

Sewage Disposal _____ new _____ existing

_____ septic _____ municipal

If applicable, attach local or County Health Dept. approval.

Water Supply _____ new well _____ existing well _____ spring _____ municipal water supply

Flood Plain site _____ is _____ is not within a flood plain.

Wetland site _____ is _____ is not in a designated wetland.

Heating System _____ electric _____ oil _____ gas _____ warm air _____ baseboard

_____ heat pump _____ wood _____ separate air conditioning _____ other (specify)

Dimensions lot size _____ existing building size _____ new building size _____

Setbacks Front _____ Right side _____ Left side _____
Rear _____

Estimated Costs \$ _____ Permit Cost \$ _____

DESCRIPTION

Describe the type of work to be done; _____

NOTE: INSPECTIONS ARE REQUIRED AT THE FOLLOWING SCHEDULE.

YOU MUST CALL FOR INSPECTIONS!

- | | |
|--|--|
| 1. Site Inspection | 6. Mechanicals |
| 2. Footer Forms (before pour) | 7. Fireplace |
| 3. Foundation wall forms (before pour) | 8. Insulation |
| 4. Foundation – before back fill | 9. Sheetrock (if fire rated is required) |
| 5. Rough-In/Electrical | 10. Final for Certificate of Occupancy |

APPLICANT CERTIFICATION - I hereby certify that I have read the instructions and examined this application and know the same to be true and correct. All provisions of laws and ordinances covering this type of work will be complied with whether specified herein or not. The granting of a 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.

Signature of owner, or applicant Date
The application of _____ dated _____, 20____
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 _____, 20____

Codes Enforcement Officer

LAND USE SCHEDULE

	LOT		YARDS*				
	LOT AREA	Frontage*** Ft	Depth Ft	Front Ft	Side Ft	Rear Ft	Max Structure Height Ft
SINGLE-FAMILY UNIT	40,000 SQ FT	150	150	50	20	40	35
TWO FAMILY UNIT	60,000 SQ FT	150	150	50	25	50	35
MULTI FAMILY	60,000 SQ FT 10000 sq ft/unit	200	200	50	40	50	45
Farm	5 ACRES**	200	200	50	40	50	None

MANUFACTURED HOME	40,000 SQ FT	200	200	50	40	50	35
MANUFACTURED HOME PARK	5 ACRES	200	300	50	30	50	
INDIVIDUAL PARK SITE	@ 10,000 SQ FT/UNIT	70	120	30	20	20	35
COMMERCIAL AND INDUSTRIAL, ON SEPARATE LOTS	40,000 SQ FT	200	200	100	40	50	35

* Corner lots are considered to have two front yards along the two roadways and two side yards.

** Acre = 43, 560 sq. ft

*** Requirement of actual frontage along public highway, or, if applicable, private access easement

All non-farm accessory buildings shall conform to front and side yard requirements of the siditric in which they are located

Notes for Table 1

- a. Measured from the road right-of-way. Applies to each side of a lot that adjoins a public road.

An alternative front yard minimum dimension measurement is permissible from the center of road-ways where neither road right-of-way bounds nor surveys are available: (1) on three rod roads (generally, but not necessarily, Town roads) add 25 feet to the required front yard setback and measure from the centerline of the road; and (2) on four rod roads (generally, but not necessarily, County roads) add 35 feet to the required front yard setback and measure from the centerline of the road.

- b. Where community water supply and sewer are to be used in a subdivision subject to Planning Board review, upon Planning Board approval, smaller lot areas of not less than one-half of the stated lot area requirement and smaller bordering yards of not less than: Lot: 100 feet front x 150 feet depth. Yards: 30 feet front x 20 feet sides x 50 feet rear, may be permitted.
- c. Accessory farm buildings (silos, barns, etc.) are exempt from height limits.
- d. Requires site plan review and approval by Planning Board.
- e. A landscaped screening zone at least 15 feet wide shall be maintained by the owner on those sides of his lot that adjoin any residential property owned by another party.
- f. Each mobile dwelling site shall connect to an access road within the mobile dwelling park, and the front yard of each lot shall be measured from the edge of this access road.
- g. Upon the issuance of a special permit by the Planning Board, not more than two units of supplementary housing are allowed for relatives or hired hands employed by the farm; each unit must be provided with an adequate sewage disposal system; does not require separate lots.
- h. Maximum structure height limitation not applicable to private and public communications towers, which are allowed to such height as the applicant can demonstrate a technical need for effective communications. The determination of such need shall be made by the Planning Board by the issuance of a special use permit.
- i. In addition to all otherwise applicable side and rear yard requirements, along any lot line (other than a front yard) of any use requiring a special permit in the I-C zone that adjoins a residential district there shall be provided a perimeter strip of a least twenty-five (25) feet and there shall be provided and maintained within such perimeter strip a protective

**THE FOLLOWING ELECTRICAL INSPECTORS ARE REGISTEED
WITH THE TOWN OF LINCOLN**

Name	Phone #	Organization/Company
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d/b/a Central New York Electrical Inspection Service LLC.
7910 Rinaldo Blvd West
Bridgeport, NY 13030
cnyinspection@larrykinne.com

Larry Kinne
(315) 633-0027 Fax: (315) 633-8274

COMMONWEALTH ELECTRICAL INSPECTION SERVICE, INC
TIM THOMAS-MANAGER
CEISROC@YAHOO.COM
800-801-0309

Brian Fenner (315) 440-4070

Dick McCarthy (315) 534-0077
2003 North Madison St.
Rome, New York 13440

NEW YORK ATLANTIC-INLAND
997 McLean Rd.
CORTLAND, NY 13045
TELEPHONE: (607) 753-7118

Michael Miers, 5482 Knoxboro Rd. Munnsville, New York 13409	(315) 843-5155 Office	Cell: (315) 723-0684
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Upstate Electrical Inspection Agency
108 Watson Road
N. Syracuse, NY 13212

Scott Bellows (315) 949-4400

Blower Door Testing Contractors

Boulder Consultants

Donald DeWolfe (315)-797-608

Onpoint Inspections, LLC

Carol Gronlund (518)-524-3341

Upstate Spray Foam Insulation

Justin Assisi (315)-822-5238

Energy Systems

Mike Pluke (315)-733-2220

CNY Home Tech Service

Tom Urtz (315)-363-4043

TOWN OF LINCOLN
6886 Tuttle Road
Canastota, NY 13032

HIGHWAY SUPERINTENDENT'S DRIVEWAY APPROVAL

Parcel Owner's Name: _____

Parcel Address: _____

Parcel Tax Map # _____

Size of Culvert _____

Approved By Superintendent _____

(Signature)

Rejected by Superintendent _____

(Signature)

Comments: _____

Applicant's Phone Number: _____

Applicant's Signature: _____

Superintendent: Anthony Domenicone

Phone Number: 315-697-7018

ASBESTOS SURVEY COMPANIES

A2Z Environmental	315-527-8888
Abby –Owen Environmental	315-687-9435
Armid Utica	1-888-462-4763
Artic Enterprises	315-476-1757
Atlantic Testing Labs.	315-699-5281
Black River Testing Services	315-725-6812
Churchhill Environmental	315-428-1959
Environmental Compliance Corp.	315-687-9435
HNY Environmental Services	315-733-0191

TOWN OF LINCOLN
OFFICE OF CODES ENFORCEMENT

SPECIAL USE PERMITS

\$175.00

VARIANCE

\$175.00

MINOR SUBDIVISION (MAX 4 LOTS) \$200.00 PLUS \$50.00 PER LOT

MAJOR SUBDIVISION (5 OR MORE LOTS) \$500.00 PLUS \$100.00 PER LOT

Building Permit Fees

Application Fee/Processing Fee..... \$50.00

Residential Fee- \$0.25/sq.ft. \$ _____

Non-Residential Fee over 144 sq.ft. - \$0.15/sq. ft..... \$ _____

Commercial Fee- \$0.35/sq.ft. \$ _____

All Decks \$0.15/sq. ft..... \$ _____

Covered Deck..... \$0.15/sq. ft..... \$ _____

Total number of Inspections..... x \$30. 00... \$ _____

Total.... \$ _____

1. **SITE INSPECTION**
2. **FOOTINGS BEFORE POURING CONCRETE**
3. **FOUNDATION WALL FORMS BEFORE POURING CONCRETE**
4. **FOUNDATION INSPECTION BEFORE BACKFILL**
5. **FRAMING INSPECTION**
6. **ROUGH ELECTRICAL**
7. **PLUMBING**
8. **HEATING**
9. **INSULATION INSPECTION**
10. **FINAL ELECTRICAL**
11. **FIRERATED SHEETROCK**
12. **FINAL INSPECTION**

Residential Septic Permit- (Inspections & Application Fee Included)	\$160.00	
Commercial Septic Permit- (Inspections & Application Fees Included)	\$350.00	
NY State Unified Solar Permit (Residential) (Inspections & Application Fees Included) ...	\$75.00	
Food Truck Operating Permit-(1-Year). (Inspections & Application Fees Included)	\$80.00	
Generator Permit-(Inspections included (Inspections & Application Fees Included)	\$110.00	
Sign Permit..... (Inspections & Application Fees included)	\$110.00	
Wood or any solid fuel stove or burner (Inspections & Application Fees Included)	\$110.00	
Swimming Pools (2ft & over)	(Inspections & Application Fees Included)	\$110.00
Spas & Hot Tubs.....	(Inspections & Application Fees Included)	\$110.00
Demolition (All structure over 144 sq. Ft.) (Inspections & Application Fees Included) ...	\$110 .00	
Fireworks Permit... (Inspections & Application Fees Included)	\$150.00	

AGRICULTURAL BUILDINGS (APPLICATION REQUIRED)

**No Fee (Must Be Zoned Agricultural and having Agricultural status and use
Must Meet Local Law Set Backs**

(All Pools Holding Water 24in" or Higher must have a permit)

(Pool Alarms & Independent electrical inspection required)

*GFCI protection required and electrical inspection by Certified Electrical
Inspector and Codes Enforcement Officer (All Swimming Pools, Spas & Hot Tubs)

Windmill(s)

Residential

1. Application Fee = \$100.00
2. Inspections _____ x \$50.00=\$
3. \$3.00 per ft. to center hub of windmill = \$

Commercial
Solar

1. Application Fee = \$5000.00 (Non-Refundable)
2. \$15000.00 Per MW = \$
3. Inspections _____ x \$50.00 = \$

Windmill(s)
Commercial

1. Application Fee = \$100.00
2. Inspections _____ x \$50.00 = \$
3. \$5.00 per ft. to center hub of windmill = \$

Cell Towers

1. Application Fee = \$100.00
2. Inspections _____ x \$50.00 = \$
3. \$5.00 per. ft. of height of tower = \$

Antenna Tower

1. Application Fee = \$100.00
2. Inspections _____ x \$50.00 = \$
3. Cell Tower - \$5.00 per. ft. of height of tower = \$

(b) Other inspections and fees related to building construction:

Extra Inspections.....	\$50.00
Fire Inspections of Commercial Buildings, per hour.....	\$60.00
Fire Inspections of Residential Buildings, per hour.....	\$60.00
Multiple Residency Inspections, per hour.....	\$60.00
Plan Review (where no permit is requested or Abstract review)	\$60.00
Additional plan review required by changes, additions, or revisions To approved plans	\$40.00
Building Permit – (1) Year Renewal.....	\$100.00
Certificate of Occupancy	No Charge
Temporary Certificate of Occupancy (1 st & 2 nd) good for 3month.....	\$100.00
Third and subsequent Temporary certificate of Occupancy.....	\$200.00

NO PERMIT FEE FOR AGRICULTURAL BUILDING (SET BACK INSPECTIONS REQUIRED)

Septic Permit: *No septic system shall be installed or replaced in the Town of Lincoln except upon the issuance of a permit by the Code Enforcement Officer of the Town of Lincoln after payment of the fee hereinafter prescribed.

*The Codes Enforcement Officer, before covering, must visually inspect all systems. Failure to do so will mean the system must be uncovered for inspection.

*A NYS professional Engineer must design and certify septic system plans.

*Any modification from and including the distribution box needs approval from a professional Engineer. Permit is valid for one year from date of issuance. If construction has not commenced, the permit is void and no refunds shall be allowed.

*General or primary contractors and/or property owners must give adequate time for inspections. Minimum of 24 hours notice required.

*The Codes Enforcement Officer of a certified appointed official will respond within 24 hours of being contacted by contractors and/or property owners.

ALL PERMIT FEES SHALL BE DOUBLED IF CONSTRUCTION IS COMMENCED PRIOR TO THE ISSUANCE OF A PERMIT.

All fees are payable to: Town of Lincoln
(Effective April 1, 2023)