

BUILDING PERMIT TELEPHONE NUMBERS

Town of Oswego Helpful Phone Numbers

VICTORIA M. MULLEN – TOWN SUPERVISOR	343-2424
WAYNE NEWTON - BUILDING CODE ENFORCEMENT ZONING ENFORCEMENT	343-0485
JUDY WATSON – PLANNING BOARD CHAIR	342-4219
GREG AULETA – ZONING BOARD OF APPEALS CHAIR	532-4406
THERESA COOPER – TOWN CLERK	343-2586
RICHARD HOGAN – CHIEF ASSESSOR	343-1871

Other Helpful Phone Numbers

COUNTY HEALTH DEPT – RE: SEPTIC	349-3557
COUNTY CLERK – RE: DEEDS	349-8621
COUNTY HIGHWAY – RE: COUNTY & DRIVEWAYS	349-8331
COUNTY PLANNING DEPARTMENT	349-8292
TOWN HIGHWAY – MARK WILCOX RE: TOWN ROADS & DRIVEWAYS	343-0937
ELECTRIC SIGN OFF – Commonwealth (Fay Hemming) (Christopher Emmons)	676-3997 564-3066
Atlantic Inland (Ronald Hawe) (Ron Burton) (Mark Greer)	343-0101 676-4696 564-7127
NYS DEPARTMENT OF ENVIRONMENTAL CONSERVATION Regional Office (Syracuse)	426-7400
OCWA	342-6124
ASBETOS SURVEY'S ENVIROLOGIC LAKELAND ENVIRONMENTAL INC	455-2714 607-299-4818 Fax 866-636-2528
QES CHURCHIL	428-1959
JWJ INDUSTRIES INC. Seabird Environmental	343-7520
EMMA Environmental, Inc. 3979 Co Rt. 57	529-5536 Fax 315-343-0420

BUILDING PERMIT FEES
Effective 8-2012

Building permit application _____	\$10.00
One / Two family dwellings & additions _____	\$.15/sq.ft.
Multiple dwellings & additions _____	\$.20/sq.ft.
Commercial /Industrial Structures & additions _____	\$.25/sq.ft.
Alterations & Repair work up to \$2500. Minimum fee _____	\$25.00
One percent (1%) fee for work over \$2500.00	
Renovation Fee _____	\$100.00
Regulatory Compliant Fee _____	\$100.00
Inspection for compliance pre 1-1-84 _____	\$25.00
Manufactured Homes & Mobile Homes	
Not on a basement _____	\$90.00
With a basement _____	\$125.00
Accessory Building Sheds/Pole barns/unattached garages/decks	
Up to 144 sq. ft. _____	\$40.00
145 sq. ft. and up an additional _____	\$.08 sq. ft.
Swimming Pool _____	\$35.00
Public Hearing – Planning and /or Zoning _____	\$200.00
Demolition Permit _____	\$35.00
Wood Stove/Chimney installation/inspection _____	\$35.00
Fence Permit _____	\$30.00
Fire Works Display _____	\$25.00
Commercial Truss Construction _____	\$50.00
Solar Panel Inspection _____	\$50.00
Wind Conversion Systems windmills) _____	\$1.00/pr. Ft.

Including blades

Be it further resolved that Building Permits expire one-year (1) after the date of issue. Be it further resolved that building permits may be renewed one time only, for a fee equal to 50 % of the original fee, provided renewal occurs within 60 days of expiration.

By order of the Oswego Town Board

amended 08/2012

NOTICE TO BUILDING PERMIT APPLICANTS

An asbestos survey is required for all renovation, remodeling, repair and demolition of all interior and exterior building materials.

As per NYS Industrial Code Rule 56, asbestos material must be abated by licensed contractors utilizing certified asbestos handlers, with the exception of owner-occupied single family homes, where the owner may remove the asbestos and renovate these structures themselves. However, it is not recommended that the owner perform abatement, as the owner could potentially expose themselves, their family and neighbors to asbestos fibers if adequate engineering controls and work methods are not utilized during the abatement.

For further information and updates, please see the NYS website at:
www.labor.state.ny.us

9/2010

The general municipal law is amended by adding a new section 125 to read as follows:

125. ISSUANCE OF BUILDING PERMITS. NO CITY, TOWN OR VILLAGE SHALL ISSUE A BUILDING PERMIT WITHOUT OBTAINING FROM THE PERMIT APPLICANT EITHER:

1. PROOF DULY SUBSCRIBED THAT WORKERS' COMPENSATION INSURANCE AND DISABILITY BENEFITS COVERAGE ISSUED BY AN INSURANCE CARRIER IN A FORM SATISFACTORY TO THE CHAIR OF THE WORKERS' COMPENSATION BOARD AS PROVIDED FOR IN SECTION FIFTY-SEVEN OF THE WORKERS' COMPENSATION LAW IS EFFECTIVE; OR

2. AN AFFIDAVIT THAT SUCH PERMIT APPLICANT HAS NOT ENGAGED AN EMPLOYER OR ANY EMPLOYEES AS THOSE TERMS ARE DEFINED IN SECTION TWO OF THE WORKERS' COMPENSATION LAW TO PERFORM WORK RELATING TO SUCH BUILDING PERMIT.

Implementing Section 125 of the General Municipal Law

1. General Contractors – Business Owners and Certain Homeowners

For businesses and certain homeowners listed as the general contractors on building permits, proof that they are in compliance with Section 57 of the Workers' Compensation Law (WCL) is ONE of the following forms that indicate that they are:

- ◆ insured (C-105.2 or U-26.3),
- ◆ self-insured (SI-12), or
- ◆ are exempt (CE-200),

under the mandatory coverage provisions of the WCL. Any residence that is not a 1, 2, 3 or 4 Family, Owner-occupied Residence is considered a business (income or potential income property) and must prove compliance by filing one of the above forms

2. Owner-occupied Residences

For homeowners of a 1, 2, 3 or 4 Family, Owner-occupied Residence, proof of their exemption from the mandatory coverage provisions of the Workers' Compensation Law when applying for a building permit is to file form BP-1.

- ◆ Form BP-1 shall be filed if the homeowner of a 1, 2, 3 or 4 Family, Owner-occupied Residence is listed as the general contractor on the building permit, and the homeowner:
 - ◇ is performing all the work for which the building permit was issued him/herself,
 - ◇ is not hiring, paying or compensating in any way, the individual(s) that is(are) performing all the work for which the building permit was issued or helping the homeowner perform such work, or
 - ◇ has a homeowner's insurance policy that is currently in effect and covers the property for which the building permit was issued AND the homeowner is hiring or paying individuals a total of less than 40 hours per week (aggregate hours for all paid individuals on the jobsite) for the work for which the building permit was issued.
- ◆ If the homeowner of a 1, 2, 3 or 4 Family, Owner-occupied Residence is hiring or paying individuals a total of 40 hours or MORE in any week (aggregate hours for all paid individuals on the jobsite) for the work for which the building permit was issued, then the homeowner may not file the "Affidavit of Exemption" form, BP-1(11/04), but shall either:
 - ◇ acquire appropriate workers' compensation coverage and provide appropriate proof of that coverage on forms approved by the Chair of the NYS Workers' Compensation Board to the government entity issuing the building permit (the C-105.2 or U-26.3 form), OR
 - ◇ have the general contractor, (performing the work on the 1, 2, 3 or 4 family, owner-occupied residence (including condominiums) listed on the building permit) provide appropriate proof of workers' compensation coverage, or proof of exemption from that coverage on forms approved by the Chair of the NYS Workers' Compensation Board to the government entity issuing the building permit.

Affidavit of Exemption to Show Specific Proof of Workers' Compensation Insurance Coverage for a 1, 2, 3 or 4 Family, Owner-occupied Residence

****This form cannot be used to waive the workers' compensation rights or obligations of any party.****

Under penalty of perjury, I certify that I am the owner of the 1, 2, 3 or 4 family, **owner-occupied** residence (including condominiums) listed on the building permit that I am applying for, and I am not required to show specific proof of workers' compensation insurance coverage for such residence because (please check the appropriate box):

- I am performing all the work for which the building permit was issued.
- I am not hiring, paying or compensating in any way, the individual(s) that is(are) performing all the work for which the building permit was issued or helping me perform such work.
- I have a homeowners insurance policy that is currently in effect and covers the property listed on the attached building permit AND am hiring or paying individuals a total of less than 40 hours per week (aggregate hours for all paid individuals on the jobsite) for which the building permit was issued.

I also agree to either:

- ◆ acquire appropriate workers' compensation coverage and provide appropriate proof of that coverage on forms approved by the Chair of the NYS Workers' Compensation Board to the government entity issuing the building permit if I need to hire or pay individuals a total of 40 hours or more per week (aggregate hours for all paid individuals on the jobsite) for work indicated on the building permit, or if appropriate, file a CE-200 exemption form; OR
- ◆ have the general contractor, performing the work on the 1, 2, 3 or 4 family, **owner-occupied** residence (including condominiums) listed on the building permit that I am applying for, provide appropriate proof of workers' compensation coverage or proof of exemption from that coverage on forms approved by the Chair of the NYS Workers' Compensation Board to the government entity issuing the building permit if the project takes a total of 40 hours or more per week (aggregate hours for all paid individuals on the jobsite) for work indicated on the building permit.

(Signature of Homeowner)

(Date Signed)

(Homeowner's Name Printed)

Home Telephone Number _____

Property Address that requires the building permit:

<p><i>Sworn to before me this _____ day of</i></p> <p>_____, _____.</p> <p>_____ <i>(County Clerk or Notary Public)</i></p>

Once notarized, this BP-1 form serves as an exemption for both workers' compensation and disability benefits insurance coverage.

APPLICATION FOR Wood Stove/Chimney CONSTRUCTION

Name of Applicant _____

Construction or Alterations of Buildings
What's Legal, What's Not

Use of Architect's or Professional Engineer's Stamp/Seal

New York State law requires that all plans, drawing and specifications relating to the construction or alteration of buildings or structures which must be filed with a local building official must be stamped with the seal of an architect or professional engineer (Article 147, Section 7307).

Exceptions Not Requiring an Architect's or Professional Engineer's Stamp or Seal

The following exceptions **do not** require the stamp or seal of a licensed, registered architect or professional engineer (Article 147, Section 7307(5)):

- * Farm buildings and other buildings used solely and directly for agricultural purposes;
- * Single family residential buildings 1500 square feet or less, not including garages, carports, porches, cellars, or uninhabitable basements or attics;
- * Alterations, costing \$10,000 or less within NYC and \$20,000 or less outside of NYC, if these alterations do not involve changes affecting the structural safety or public safety of the building or structure.

APPLICATION FOR Wood Stove/Chimney CONSTRUCTION

Name of Applicant _____

Chimneys:

Material _____ Flue Size _____ Clean out Door _____

Fireplaces: Type _____ Flue Lining _____

Solid Fuel Burning Appliances:

A. Make/Model _____

B. Type of Fuel _____

C. Flue Type _____

D. Chimney Type _____

The Application of _____

Dated _____, 20__, Is Hereby Approved (Disapproved) and Permission Granted (Refused) for the Construction, Reconstruction, or Alteration of a Building and/or Structure As Set Forth Above.

Building Official: _____

Reason for Refusal of Permit

COMPUTATION OF BUILDING PERMIT CHARGE

FOR OFFICE USE ONLY

Chimney/Solid Fuel Burning Device	\$ 35.00
Building application Fee	\$ 10.00

TOTAL COST OF BUILDING PERMIT \$ _____

APPLICATION FOR Wood Stove/Chimney CONSTRUCTION

Name of Applicant _____

Town of Oswego

2320 County Route 7 Oswego, NY 13126

Code Enforcement

Phone: (315) 343-0485 Fax: (315) 343-4414

APPLICATION Chimney Solid Fuel Burning Device

TO BE COMPLETED BY APPLICANT

Tax Map Number _____

Project Address _____ Mailing Address _____

Name of Applicant(s) _____ Phone # _____

Cost of Project _____

Check Applicable Items:

Residential _____ Commercial _____

New Used Solid Fuel Burning Device

Installation:

Wood Stove Installation _____

Chimney Construction _____

Solid Fuel Burning Device _____

Insert _____

Chimney Repair

Are installation instructions available __yes__no

Occupied As: _____

Name of Owner: _____

Address: _____

Phone _____

Name of Comp Insurance holder _____ expiration date _____

FEE MUST BE REMITTED AT THE TIME THE APPLICATION IS APPROVED

SIGNATURE OF APPLICANT

INSPECTOR

TO BE COMPLETED BY TOWNSHIP

Bldg Application Fee _____

Date Paid _____

Received by _____

Building Permit Fee _____

Date Paid _____

Received by _____

Permit # _____

Permit Issue Date _____

Date Expires _____

THIS PAGE MUST BE COMPLETED IN FULL

Tax Map # _____ Owners Name _____

Project Address _____ Building Permit # _____

Exterior Wall Material:

wood brick aluminum/vinyl composition concrete stucco stone

	<u>New</u>	<u>Existing</u>
Number of Full Baths	_____	_____
Number of Half Baths	_____	_____
Number of Bedrooms	_____	_____
Fireplace <input type="checkbox"/> Yes <input type="checkbox"/> No	_____	_____

Heat Type:

No central Forced Air Hot water/steam electric

Fuel Type:

none gas electric oil wood solar coal geothermal
 propane

Central Air: Yes No

Basement Type:

Pier/Slab Crawl Partial Full _____

Enclosed Porch/Sunroom:

Heated Unheated _____

Garage/Pole Barn:

Electricity Yes No _____

Floor Material

Dirt Concrete Other _____

Deck: covered uncovered

Dimensions: _____

Name: _____ Tax Map # _____