

Town of Smithfield

5255 Pleasant Valley Road
Peterboro, New York 13035
(315) 684-7982 Fax (315) 684-1034

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. 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.

This application must be accompanied by two (2) sets of plans showing proposed construction. 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.

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 COMPLETION** 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.

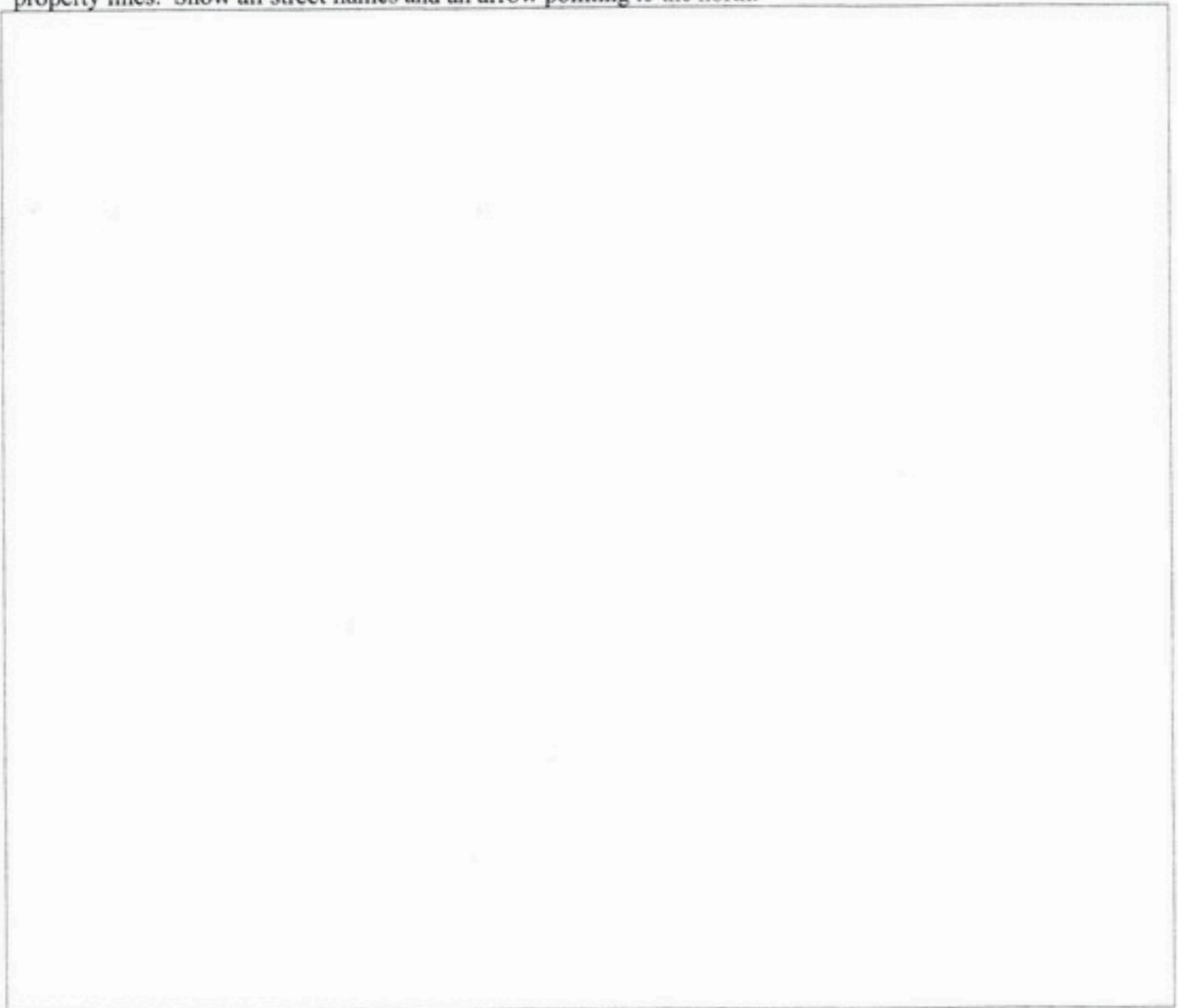
NOTE: THIS BUILDING PERMIT EXPIRES ONE YEAR FROM DATE OF ISSUANCE.

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.



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 SMITHFIELD

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 _____ All solid fuel burning appliances _____ Generator Permit

_____ Septic _____ Hot Tub _____ Accessory Structure Over 144 Sq Ft

_____ 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. Insulation |
| 2. Footer Forms (before pour) | 7. Fireplace |
| 3. Foundation wall forms (before pour) | 8. Sheetrock (if fire rated is required) |
| 4 Foundation – before back fill | 9. Final Electrical |
| 5. Framing, Rough Electrical & Plumbing | 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 _____

TOWN SMITHFIELD
OFFICE OF CODES ENFORCEMENT

Building Permit Fee

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

PLUS:

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

OR:

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

OR:

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

PLUS: \$30 per inspection x _____ \$ _____

Total \$ _____

Residential Septic Permit \$110.00

(Includes Application & Inspection Fee)

Commercial Septic Permit..... \$110.00

(Includes Application & Inspection Fee)

All Decks (require building permits)\$140.00

(Includes Application & Inspection Fee)

Driveway-permit..... \$110.00

(Includes Application & Inspection Fee)

Generator Permit..... \$110.00

(Includes Application & Inspection Fee)

Wood or any solid fuel stove or burner..... \$110.00

(Includes Application & Inspection Fee)

Unified Solar Permit.....\$ 125.00

(Includes Application & Inspection Fee)

Junkyard Permit\$ 125.00 Annually

(Includes Application & Inspection Fee)

Swimming Pools (In or above ground 2ft & over) \$110.00

Spas & Hot Tubs*

(Includes Application & Inspection Fee)

Demolition Permit (any structure over 144 sq.t.) \$110.00

(Includes Application & Inspection Fee)

Extra Inspections due to noncooperation / failure to keep appointment - \$50.00 each

*GFCI protection required and electrical inspection by Certified Electrical

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

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.....	\$75.00
Third and subsequent Temporary certificate of Occupancy.....	\$150.00
Variance Application.....	\$100.00
Special Use Permit- Commercial/Business.....	\$150.00
Special Use Permit- Residential.....	\$100.00
Trailer Park Permit	\$500.00
Major Subdivision	\$150.00 + \$10.00 per lot
Minor Subdivision	\$100.00 + \$10.00 per lot

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

Septic Permit: *No septic system shall be installed or replaced in the Town of Smithfield except upon the issuance of a permit by the Code Enforcement Officer of the Town of Smithfield 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 or 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 Smithfield

Dated: January 11, 2022

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

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,

(315) 843-5155 Office

Cell: (315) 723-0684

5482 Knoxboro Rd.

Munnsville, New York 13409

The Inspector, LLC

5390 State Route 11

Burke, New York 12917

(800) 487-0535

Robert Mutton –

Direct Line:

(315) 271-7206

President of THE Inspector

Steve Glessing

Direct Line:

(315) 240-1575

Cell: (315) 240-1575

Upstate Electrical Inspection Agency

108 Watson Road

n. Syracuse, NY 13212

Scott Bellows

315-949-4400

Section 3.2 The following uses are permitted uses on all properties within the Town upon the issuance of a Special Use Permit by the Planning Board.

- a. Multifamily dwellings (includes all buildings housing or intended to house two or more families in separate living quarters).
- b. All commercial uses.
- c. All industrial uses.
- d. In-home occupations other than those specified in section 3.1 (d) of this Local Law.
- e. Facilities for the storage, dismantling or processing of scrap metal, junk, junk cars and equipment or solid waste.
- f. Private clubs and non-commercial recreational uses.

Section 3.3 The following lot size and dimension standards apply to all uses, including single family dwellings, and all structures unless otherwise specified in this Local Law:

- a. Minimum lot size shall be one (1) acre unless an alternate septic system is required to comply with New York State standards, in which case the minimum lot size shall be two (2) acres.
- b. Minimum road frontage shall be two hundred (200) feet.
- c. Minimum lot depth shall be one hundred fifty (150) feet.
- d. Minimum front yard setback shall be sixty (60) feet.
- e. Minimum rear yard setback shall be thirty (30) feet.
- f. Minimum side yard setback shall be thirty (30) feet.
- g. Maximum building height shall be thirty-five (35) feet (farm buildings shall be exempt from this requirement).
- h. Maximum area of lot coverage by building(s) or structures shall be twenty (20) percent.
- i. Lot depth shall not be more than three (3) times the length of the road frontage of the lot.

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