PERMIT APPLICATION
RESIDENTIAL ACCESSORY STRUCTURE

Dear Applicant:

Attached is a Lewis County Building Permit Application and Fee Schedule. This application is for use only in communities where the County of Lewis is responsible for enforcement of the Building Codes of New York State. The permit applied for with this form applies only to the Building Codes of New York State and has no bearing on the other local, State, or Federal regulations, such as zoning or floodplain ordinance, etc.

The permit fee must be submitted to the Lewis County Building & Codes Office with the completed application. Please make all checks payable to the Lewis County Clerk and mail to the Lewis County Building & Codes Department, 7660 North State Street, Lowville, New York 13367.

The approved permit and all correspondence will be mailed to the owner at the address indicated on the application.

It is the responsibility of the owner to see that the Lewis County Code Enforcement Officer is notified when the project will be ready for the next inspection.

If you have any questions, please contact the Lewis County Building & Codes Office at (315) 376-5377.

Sincerely,

Ward Dailey
Senior Code Enforcement Officer

Attachment
Permit Application
Residential Accessory Structure

Date __________________________ Census Code ____________________________

Tax Map # __________________________

Construction Start Up Date __________________________ Application Fee $ __________________________

Property Owner’s Name __________________________ Phone __________________________
Mailing address __________________________

Contractor Name __________________________ Phone __________________________
Mailing address __________________________

Project Address (911 address) __________________________ Town __________________________
Description of Project __________________________
Total Square Footage of New Building/Structure __________________________
Is project in a Flood Zone? Yes ______ No ______

Value of Work (materials & labor) - $ __________________________

Fee - $35.00 Base Fee Plus $.15 Per Square Foot
BUILDING DETAILS

Foundation
Gravel set _________  Shallow Frost Protected _________  Frost Protected _________  Anchorage _________

***Note that building greater than 600 square feet requires a frost protected foundation

Floor System
Stringer Size _________  Spaced _________  Floor Joist _________  Spaced _________  Subflooring _________

Wall System
Stud Size _________  Spaced _________  Sheathing _________  Wall Bracing _________  Siding _________

Roof System
Rafter Size _________  Spaced _________  OR  Trusses _________  Spaced _________
Ridge Size _________  Collar Ties _________  Roof Decking _________  Roof Covering _________

Electrical
All electrical requires Third Party Electrical Agency Inspection.
THIS PERMIT COVERS ONLY THE WORK DESCRIBED IN THIS APPLICATION.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING 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 THE PERFORMANCE OF CONSTRUCTION.

Signature of Applicant or Authorized Agent _____________________________ Date __________________

FOR ENFORCEMENT OFFICERS USE ONLY

Approved Zoning Permit Required – YES / NO / NA Type Of Construction ______________________

I, the undersigned, Code Enforcement Officer of the County of Lewis, hereby (approve) (deny) the within application for a building permit.

Date _______________________ Code Enforcement Officer ____________________________
Use the space below or attach a separate sheet to show the location of the proposed building(s) in relation to all roads public or private, distance proposed building is from all bodies of water, the location of all wells and septic systems, existing and proposed, the distance between buildings and give the road name as well as the names of all adjacent landowners. Also show the lot width and depth, and show the distance of proposed building(s) to all property lines.

NOTE: GIVE THE DISTANCE OF ALL WELL AND SEPTIC SYSTEMS ON NEIGHBORING PROPERTIES TO YOUR PROPOSED WELL/SEPTIC IF CLOSER THAN 150FT.

PLOT DIAGRAM

NAME OF ADJACENT LAND OWNER

Y OUR PROPERTY LINES

OWNERS NAME LEFT SIDE

REAR LOT WIDTH

OWNERS NAME RIGHT SIDE

LOT DEPTH

FRONT LOT WIDTH

ROAD NAME

THIS AREA REPRESENTS THE ROAD IN FRONT OF YOUR PROJECT, SHOW DRIVEWAY.