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 _________

***Note that wooden exterior siding needs to be stained/painted.

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.

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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 PREJUMP 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.