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
LEWIS COUNTY BUILDING & CODES DEPARTMENT
LEWIS COUNTY COURT HOUSE
7660 N. STATE ST.
LOWVILLE, NEW YORK 13367
Phone: (315) 376-5377 Fax: (315) 377-3137

Permit Number ______________________

Building Permit Application
Residential Alterations

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 ________________________________

Value of Work (materials & labor) - $ ________________

To apply for a Building Permit, you MUST provide a completed application and a check payable to the Lewis County Clerk for the application fee, two (2) copies of a Building Plan, or Floor Plan, and an approved Zoning / Land Use Permit where required by your town.

FEE SCHEDULE

<table>
<thead>
<tr>
<th>PROJECT VALUE</th>
<th>FEE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Up to $5,000</td>
<td>$40.00</td>
</tr>
<tr>
<td>For each $3,000 over the first $5,000</td>
<td>$5.00</td>
</tr>
</tbody>
</table>
SCOPE OF WORK

Structural:

Electrical:

Plumbing:

Mechanical:

Additional Project Details:
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 obligation 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 that 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 for 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 forty (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 forty (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 WC/Db-100 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 forty (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)

Home Telephone Number: __________________________

________________________________________
(Homeowner’s Name Printed)

Property Address that requires the building permit:

________________________________________
________________________________________
________________________________________
________________________________________
STATEMENT OF WORKERS’ COMPENSATION
(CONTACTOR)

As the contractor of record for this permit application, I understand that I am responsible for proof of Workers’ Compensation or proof of Exemption from Workers’ Compensation. I agree I will provide proof of Workers’ Compensation or proof of Exemption to the Lewis County Building and Codes Office. I understand that the proof will be filed for a period of one (1) year.

_________________________________________  ________________________________
Signature of Contractor                      Date Signed

_________________________________________
Contractors Name Printed

__________
Signature of Applicant or Authorized Agent Date

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 ____________________________