

Note: A Certificate of Insurance or Waiver is required per Sec. 125 of the NYS General Municipal Law

I affirm under penalty of perjury, that the information given in this application is true, and that the work shall be performed in conformance with the Village of Clyde Zoning Law, the New York State Uniform Fire Prevention & Building Code, and all other applicable Federal, State and Local laws, ordinances, codes, rules and regulations. It is further understood that failure to comply with such laws, ordinances, codes, rules and regulations or inaccuracies in this application shall be adequate grounds for the suspension or revocation of this permit. I also understand that I must notify the Village of Clyde Building Department prior to making any changes to this permit or any authorized work. I understand that inspections of footings, foundations, framing, electrical, plumbing, insulation, heating and ventilation, and other building systems and components are required, and that it is my responsibility to notify the Building Department when such work is ready for inspection. Permission is hereby given to the Building Inspector to enter in or upon said property for inspection purposes. A Certificate of Occupancy or Compliance is required for all work done under any building permit. Permit expires one year from the date of issuance.

Applicant Signature: _____

Date: _____

(If Applicant is other than Owner, Owner's written permission is required prior to issuance of any permit.)

(OFFICE USE ONLY)

- APPROVED as submitted
- APPROVED with conditions

PERMIT FEE: \$ _____

DISAPPROVED

Signed: _____ Date: _____

Building Inspector

NOTES:

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

Under penalty of perjury, I certify that I am the owner of the 1,2,3 or 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 which the building permit was issued.

have the general contractor, performing the work on the 1, 2, 3 or 4 family, owner-occupied residence including condominium) 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 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:

Sworn to before me this _____ day of

(County Clerk or Notary Public)

MAINTENANCE PERMITS

A building permit is required for all work that must comply with NYS Building & Fire Codes. Some work is basically “replacing what is already there”. This type of work is considered *maintenance*. Maintenance work includes:

1. Roofing / Re-roofing.
2. Siding.
3. Doors and Windows (new and replacement).
4. Gutters.
5. Part-for-part repair * replacement of mechanical equipment such as furnaces, boilers, water heaters, central air conditioners, plumbing and electrical fixtures.
6. Non-structural alterations.

Maintenance work does NOT include the following (these require a Building Permit):

1. Structural repairs or alterations (the repair or replacement of any load-bearing element).
2. Extensions of existing electrical, plumbing or mechanical systems.
3. Changes in roof line or pitch.
4. The replacement of a solid-fuel appliance (woodstove, etc.).
5. Any work the cost of which exceeds \$10,000 regardless of type.

If the project only involves maintenance work, there is a flat fee of \$5.00.

FOR FURTHER INFORMATION, PLEASE CONTACT THE CODE ENFORCEMENT OFFICER (315) 923-3971 x218.

VILLAGE OF CLYDE

GENERAL INFORMATION FOR BUILDING PERMIT APPLICANTS

GENERAL

BUILDING PERMITS ARE REQUIRED FOR THE ERECTION, CONSTRUCTION, ENLARGEMENT, ALTERATION, REPAIR, REMOVAL, IMPROVEMENT, DEMOLITION, CONVERSION OR CHANGE OF OCCUPANCY OF ANY BUILDING OR STRUCTURE IN THE VILLAGE OF CLYDE. **THE PERMIT APPLICATION AND CONSTRUCTION MUST MEET VILLAGE OF CLYDE ZONING REGULATIONS AND NEW YORK STATE FIRE AND BUILDING CODES.**

SUBMISSION

YOUR SUBMISSION MUST INCLUDE:

1. COMPLETED PERMIT APPLICATION.
2. SITE PLAN, SHOWING LOCATIONS OF PROPERTY LINES, PROPOSED AND EXISTING BUILDINGS, WELLS, SEPTIC SYSTEM, DRAINAGE DITCHES, CREEKS, STREAMS AND ANY OTHER BODIES OF WATER, DRIVEWAYS, RIGHT-OF-WAYS AND PARKING AREAS.
3. PLANS OR SKETCH OF PROPOSED BUILDING. SUFFICIENT DRAWINGS, SPECIFICATIONS (3 COPIES) TO COMPLETELY SHOW THE MATERIALS, DESIGN AND CONSTRUCTION METHODS TO BE USED AND REFERENCES TO OTHER STRUCTURES ON THE PROPERTY AND PROPERTY LINES.
4. IF A CONTRACTOR IS TO BE INVOLVED, A CERTIFICATE OF INSURANCE FOR WORKER'S COMPENSATION AND DISABILITY INSURANCE MUST BE PROVIDED.

CERTIFIED PLANS WILL BE REQUIRED FOR ANY NEW NON-RESIDENTIAL CONSTRUCTION, RESIDENTIAL CONSTRUCTION THAT IS OVER FIFTEEN HUNDRED (1,500) SQUARE FEET AND ANY ALTERATIONS OVER \$20,000.00 IN VALUE. CERTIFIED PLANS WILL ALSO BE NEEDED FOR CHANGING THE STRUCTURE OF A HOUSE OR BUILDING. (FACTORY BUILT TRUSSES WOULD REQUIRE CERTIFIED PLANS.)

ALTERNATIVES

IF YOUR BUILDING PERMIT APPLICATION IS DENIED, DUE TO A ZONING ISSUE, YOU MAY APPLY FOR A SPECIAL PERMIT OR A VARIANCE. AN APPLICATION FOR A SPECIAL PERMIT GOES BEFORE THE PLANNING BOARD. AN APPLICATION FOR EITHER A USE VARIANCE OR AN AREA VARIANCE MUST FIRST GO BEFORE THE PLANNING BOARD FOR REVIEW. THE PLANNING BOARD'S RECOMMENDATION FOR APPROVAL OR DENIAL IS GIVEN TO THE ZONING BOARD OF APPEALS. THE ZONING BOARD THEN SCHEDULES A PUBLIC HEARING FOR EACH VARIANCE APPLICATION TO ALLOW VILLAGE OF CLYDE RESIDENTS THE OPPORTUNITY TO EXPRESS THEIR OPINIONS OF SUPPORT OR OPPOSITION TO THE VARIANCE. THE ZONING BOARD MAKES THE FINAL RULING ON THE APPLICATION FOR VARIANCE.

THE PLANNING BOARD MEETS ON THE SECOND WEDNESDAY OF EACH MONTH AT 7:30 PM. THE ZONING BOARD ONLY MEETS WHEN THERE IS AN APPEAL. THE ZONING BOARD USUALLY HOLDS ITS MEETINGS ON THE THIRD (3RD) TUESDAY OF THE MONTH. PUBLIC HEARINGS AND/OR MEETINGS FOR THE ZONING BOARD BEGIN AT 7:00 PM. IF YOU WOULD LIKE TO BE ON THE AGENDA FOR THE PLANNING BOARD, YOU MUST HAVE ALL THE NECESSARY PAPERWORK TURNED IN TO THE ZONING SECRETARY NO LATER THAN NOON ON THE WEDNESDAY PRECEDING THE SCHEDULED MEETING.

**VALERIE HANAS
ZONING SECRETARY**

315-923-3971, EXTENSION #203

- APRIL 19, 1999