PERMIT REQUIREMENTS FOR NEW RESIDENTIAL DWELLINGS

- Completed development permit application, signed by property owner (need original signature).
- Copy of survey showing proposed scaled location of dwelling and property lines signed by a New York State licensed surveyor. Surveys reduced in size are not accepted.
- Fee submitted with application: See Fee Schedule.
- Complete set of construction drawings with original stamp and signature of a NYS architect or NYS professional engineer. Plans must show all structural and architectural drawings, all mechanical drawings (electrical, heating, cooling and plumbing) and energy calculations. Snow, wind, live, dead and seismic loads. Actual square footage of glazed areas of windows and doors. Truss drawings showing anchorage to walls and required bracing.
- Copy of contractor's New York State workman's compensation certificate (C105.2 form or compatible). The ACORD25 form is not acceptable. If dwelling is going to be built by the owner an affidavit of exemption is to be completed.
- Water meter and/or tap to be paid for at Town of DeWitt Water Department. Contact water department for fees 446-3910 x159.
- Dwelling is to be constructed according to the New York State Residential Code and applicable generally accepted standards.
- Plumbing permit from Onondaga County Plumbing Control Section 435-6614. Electrical permit may be applied for after development permit is issued. Any electrical that is to be installed must be inspected by an approved electrical inspection agency:
    - Atlantic-Inland Inc 315-532-0110
    - Commonwealth Electrical Inspection Service Inc. 315-427-4864 & 315-440-4070
    - The Inspector, LLC 315-240-1573
- Proper erosion control measures to be installed around perimeter of property.
- An "As-Built" survey by a NYS surveyor must be submitted after foundation is completed. This is to check proper placement and size of dwelling.
- All construction phases must be inspected by the Town of DeWitt. Please call at least 24 hours in advance of inspection. Minimum required inspections: footer forms, foundation/backfill, rough framing after mechanicals installed, insulation and final inspection. Electrical and plumbing inspections and finals as required by town approved agencies.