PERMIT REQUIREMENTS FOR RESIDENTIAL ADDITIONS

- Copy of property survey within ten years showing all structures, property lines and addition drawn to scale. Surveys reduced in size are not accepted.

- Copy of construction plans of the addition. If over $20,000 or 600 square feet, plans must be drawn by a New York State licensed professional (architect or engineer) and must have a wet stamp and signature. 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.

- Completed development permit application, signed by property owner (need original signature).

- Fee submitted with application: See Fee Schedule.

- Copy of contractor's New York State workman's compensation certificate (C105.2 form or compatible). The ACORD25 form is not acceptable. If addition is going to be built by the owner an affidavit of exemption is to be completed.

- All phases of construction must be inspected. Applicant must notify Town of DeWitt at least 24 hours in advance.

- All plumbing and electrical work must be inspected before being covered over. Plumbing inspected by Onondaga County 435-6614. Electrical work 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

- Addition construction to comply with the New York State Residential Code and Energy Code.

- A final inspection for the certificate of occupancy must be performed. Applicant must submit an affidavit for the certificate of occupancy.

- Development permit must be visible from the street.