PERMIT REQUIREMENTS FOR RESIDENTIAL REMODEL/ALTERATIONS

- Completed development permit application, signed by owner (need original signature).
- Fee submitted with application: See Fee Schedule.
- Submit New York State workman's compensation certificate (C105.2 form or compatible) for contractor. The ACORD25 form is not acceptable. If done by owner, an exemption certificate must be completed.
- Complete set of construction plans for the project. Construction drawings require floor plan, cross section, & elevations. Show all dimensions and measurements of materials used. If over 600 square feet or $20,000, plans must be signed and stamped by a NYS license architect or engineer.
- 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. 607-753-7118
    - Commonwealth Electrical Inspection Service Inc. 315-446-7871
    - The Inspector, LLC 315-247-9162
- Construction inspections must be called in at least 24 hours in advance.
- All construction work to be in compliance with the Building Code of New York State.
- Final certificate of occupancy/compliance must be conducted. Applicant to call in this inspection and fill out an affidavit.
- Development permit must be displayed at the job site.