

## Permit Instructions for Residential Homes 1,500+ Sq Ft for Town of Oneonta

### **I want to obtain a permit for a residential home 1,500 square feet or over. What do I need to apply for my permit?**

These are the items you will need when you submit your permit application.

#### **Check List**

- A completed building permit application (no permit application will be accepted unless it is completely filled out).
- Application fee (see schedule on building permit application instructions) No permit application will be reviewed without the necessary fee.
- Proof of NYS Workmen's Compensation / Disability Insurance for **ALL** contractors or an exemption form. ++
- Planning Board / ZBA approvals as required.
- Site plan and clear complete drawings of the work proposed stamped by a NYS Design Professional.
- Energy Code compliance documents from your Design Professional (Res-check computer software printout or prescriptive requirements form).
- Emergency escape window sizes for bedrooms (***ask for detail sheet for egress windows***).
- Truss certificate (stamped and signed by a design professional), if applicable (available from supplier).
- An engineered septic design or an engineered septic report on an existing system.

**Construction cannot begin until your permit is issued. No occupancy may occur until a certificate of occupancy is issued. Fines for violation of these requirements may be assessed.**

#### ***After I receive my permit what will I need to obtain a certificate of occupancy?***

- Your building permit **MUST** be posted so that it is visible from the road.
- A final electrical inspection certificate from an electrical inspector approved by this office.
- A passing bacterial water test from a certified testing laboratory.
- An "as-built" certification for your septic system from a design professional.
- Your 911 number posted in 4" numbers visible (both directions) from the road.

- All required inspections including a final inspection from this office to determine that all NYS codes are complied with. +

\*\*Code official reserves the right to require engineered stamped plans for all projects.

+You are responsible to schedule all inspections when required. Allow adequate time to be placed on the schedule.

++Construction accomplished by homeowners requires an Affidavit of Exemption