

VILLAGE OF DRYDEN

P.O. BOX 820, 16 SOUTH STREET
DRYDEN, NY 13053-0820
Telephone # 607-844-8122, Fax #607-844-8120

Code Enforcement Officer: Henry Slater
65 E. Main St., Dryden, NY 13053
Office Hours: Monday - Friday - 7:30 A.M. - 4:30 P.M.
For inspection appointment call: 844-9120

BUILDING/ZONING PERMIT INSTRUCTIONS

1. A completed application for a building permit must be submitted to the inspector.
2. A construction specifications (drawing) sheet must be completed. PLEASE note that this form must be notarized.
3. A completed application for construction inspection is required. The fee for this permit must be remitted at the time application is made.
4. Two (2) sets of drawings are required at the time a building/zoning permit is issued. One set will be returned upon issuance of the permit and must be available at the construction site.
5. If the building is over 1,500 sq. ft., approved plans by a professional engineer or architect are required (Please see attached guidelines). The licensed professional must also submit a signed "Statement of Energy Compliance".
6. A specification and description of material form must accompany the Building/Zoning Permit Application.

GENERAL INFORMATION

1. Once you are issued a Building/Zoning permit, you may commence work. **NO** work should be started prior to receiving a Building Permit from the Issuing Inspector.
2. The Building Permit must be prominently displayed on the premises to which it pertains. A copy of the blueprints and construction specifications should also be on site and available to the inspector.
3. A Building/Zoning Permit is good for only one (1) year. It can be renewed at one-half ($\frac{1}{2}$) the current permit fee rate.

4. Water and Sewer Systems:
 - Private Systems: Private systems must be approved by Tompkins County Health Department.
 - Public Connection: Connection to the public systems must be approved by the Superintendent of Public Works.
 5. Electrical Inspections can be obtained by calling New York Board of Fire Underwriters or New York Atlantic-Inland, Inc.
 6. Upon completion of construction:
 - a. A final inspection is required
 - b. Approval of water and sewer connection from the Superintendent of Public Works
 - c. A final electrical inspection is required.
- Once these items are provided a certificate of occupancy will be issued. **PLEASE** note that NYS Law requires a certification of occupancy before anyone can move in.

SPECIFICATIONS OF REQUIRED DRAWINGS

Two (2) sets of plans and specifications must be submitted with each Building/Zoning permit application. Plans are to be drawn to scale, and have affixed on each sheet the signed seal of the architect or engineer registered in New York State that is responsible for their preparation.

All plans shall include at a minimum:

1. A site plant that includes:
 - a. Size and location of all existing and proposed structures.
 - b. Boundary line survey information.
 - c. Use of all unoccupied space around the structure(s).
 - d. Measured distances of structures for setbacks from road right-of-way and distances to side and rear boundary lines.
 - e. Location and establishment of drainage right-of-ways and associated right-of-way.
 - f. Location of all public utility services (including: roads, right-of-ways and side and rear boundary lines).
 - g. Location of driveway(s), curb cut(s), parking areas (including size, location and number).
 - h. Designation of any deeds pertaining to the lot, but not limited to, electrical, gas, water, and sewer systems.
2. The elevations of front, sides, and rear of all building(s).
3. A footers, foundation, floor, roof, and structural plans.
4. Door, window and finish schedules.
5. Sections, details and connections.
6. Material designations.
7. Electrical plans: including but not limited to, lighting receptacles, motors and equipment, service entry location, line diagrams and wire sizes, and conduits and breakers.
8. Plumbing plans: including but not limited to, fixtures, pipe sizes, equipment isometrics, fixture schedule, Backflow device, sewage disposal and grease trap (if required).
9. Mechanical floor and ceiling plans including equipment distribution location with size and flow, location of dampers and safeguards.
10. When required, adequate engineering details of structural, mechanical plumbing, and electrical work (including, but not limited to, computations, stress diagram and/or other technical data).
11. Details of maintenance of fire resistance ratings where penetrations are made in building assemblies.
12. Design loads for floors, roofs, stairs, walls, etc.

13. Utility releases for demolition.
14. Intended construction classification(s).
15. Designation of number of occupants to be accommodated in rooms and space (except one, two, and multi-family structures).
16. Location, construction, size and character of all exit ways.
17. Fire resistance ratings of all structural elements and supporting data.
18. Details of chimneys, vents, ducts, and their connections.
19. Details of fire protection systems including design considerations.
20. Details of heating and appliances and systems
21. Details of all temporary construction safeguards.
22. Details of all signs and display structures.
23. Details of elevator, dumbwaiter, moving stairs and conveyer equipment.
24. Details of plastics used in construction
25. Energy Conservation Code Compliance
26. Any other additional information that may be required by the Code Enforcement Officer.

VILLAGE OF DRYDEN

APPLICATION FOR BUILDING/ZONING PERMIT

Permit No.: _____
 Date Submitted: _____
 Date Issued: _____
 Zoning District: _____
 Variance Required: _____
 Site Plan Required: _____

(Please print or type)

Name of Applicant: _____
 Address of Applicant: _____

 Telephone Number(s) _____
 Job Site _____

PE APPROVED (IF APPLICABLE)	
Architect, Engineer, or Land Surveyor: Name: _____ Address: _____ _____ Telephone No. (____) _____ Contractor/Builder: Name: _____ Address: _____ _____ Telephone No. (____) _____ Name of Owner: Name: _____ Address: _____ _____ Telephone No. (____) _____	CHECK APPLICABLE ITEMS: New Construction _____ Residential _____ Commercial _____ Renovation, Alteration, Conservation _____ Residential _____ Commercial _____ Installation: Modular Home _____ Chimney Construction _____ Solid Fuel Burning Device _____ Insert _____ Pool _____ Deck _____ Roof _____ Porch _____ Other _____ Visual Safety Inspection _____

FEES PAID: Total \$ _____
 Check No. _____
 Money Order _____
 Cash _____

Note: All fees must be remitted prior to application approval.

TO BE COMPLETED BY INSPECTOR

PERMIT: Date Issued: _____

Expiration Date:

Construction Value: _____ **(To be Determined by the Inspector)**

Applicant's Signature

Inspector's Signature

VILLAGE OF DRYDEN

STATEMENT OF COMPLIANCE: NEW YORK STATE ENERGY CONSERVATION CONSTRUCTION CODE

I certify that the plans and specifications submitted with the application for building/land use or special permit in the Village of Dryden have been prepared by _____
Licensed Professional

and

1. _____ are in compliance with the New York State Energy Construction Code.

Or

2. _____ are exempt from the following sections of the New York State Energy Construction Code.

Date: _____ Signature: _____

Name of Applicant: _____

Job Site: _____

For one-family residential units, the plans and specifications should include, but not limited to the following:

1. Heating degree days.
2. U-value for roof, opaque walls, windows, doors, floor, above-grade and below-grade basement walls as appropriate.
3. Description of materials to be used in building envelope construction.
4. Specification that windows shall meet infiltration requirements.
5. Fireplace design, if applicable.
6. Specifications that heating equipment shall meet applicable energy efficiency standards.
7. Specification that the thermostat be capable of meeting that minimum required range.
8. Specification that water heater shall meet energy efficiency requirements.

VILLAGE OF DRYDEN

COUNTY OF TOMPKINS

APPLICATION NO. _____ PERMIT NO. _____ DATE: _____

1. State existing use and occupancy of premises and intended use and occupancy of proposed construction:

A. Existing Use and Occupancy _____

B. Intended Use and Occupancy _____

2. Nature of the Work: ___ New Building ___ Addition ___ Alteration ___ Repair ___ Removal
___ Demolition ___ Installation

3. If Dwelling, Number of Dwelling Units _____, Number of Dwelling Units on Each Floor _____
If Garage, Number of Car(s) _____

4. If business, Commercial or mixed occupancy, specify nature and extent of each type of use

5. Dimensions of Existing Structure with alterations or additions: Front _____ Rear _____
Depth _____ Height _____ Number of Stories _____

6. Dimensions of Entire New Construction: Front _____ Rear _____ Depth _____ Height _____
Number of Stories _____

7. Size of Lot: Front _____ Rear _____ Depth _____

8. Zone or Use District in which premises are situated: _____

9. Does Proposed Construction violate any Zoning Law, Ordinance or Regulation? _____

10. Name of Insurance Carrier _____ Policy # _____ Expiration Date _____

Name of Compensation Insurance Carrier: _____

Policy Number: _____ Expiration Date: _____

11. Name and Address of Architect, if required: _____

12. Electrical Underwriter Agency doing electrical inspection: _____

13. A Plot Diagram Must be Prepared and attached hereto which contains all of the required information according to the "Specifications of Required Drawings".

I, _____ (Name) of _____ (Address)
acknowledge that he/she is the named applicant or he/she is the agent (contractor, Officer, Etc.) of
said owner or owners and will perform said work as filed in this application. That all statements
contained in this application are true to the best of his/her knowledge and belief, and that the work
will be performed in the manner set forth in the applicable laws, ordinances, rules and regulations.

Date: _____ Applicant's Signature: _____

Sworn to before me this _____ day of

_____, 19____.

(Notary Signature)

County of _____

FLOOD PLAIN DATA (IF REQUIRED)

Name of Waterway _____

Other Development Activities:

Fill-Excavation-Mining-Drilling-Grading-Watercourse Alteration
Water System - Sewer System

Proposed Project Located in _____ "A" Zone with Elevation

_____ "A" Zone without Elevation

_____ Floodway

Base Flood Elevation at site is _____ NGVD (Sea Level)

Elevation to which first floor is to be elevated _____ ft.

Elevation to which compacted fill is to be elevated _____ ft.

Plot Diagram

LOCATE CLEARLY AND DISTINCTLY ALL BUILDINGS, WHETHER EXISTING OR PROPOSED AND INDICATE ALL SET-BACK DIMENSIONS FROM THE PROPERTY LINES. GIVE LOT AND BLOCK NUMBERS OR DESCRIPTION ACCORDING TO DEED, AND SHOW STREET NAMES AND INDICATE WHETHER INTERIOR OR CORNER LOT.

VILLAGE OF DRYDEN
SPECIFICATIONS AND DESCRIPTION OF MATERIALS

Property Address: _____

Owner: _____ Address: _____

Contractor/Builder: _____ Address: _____

Excavation: _____

Soil and Type _____

1. Foundation:

Footings-Mix _____ Size _____ Slab Ground Cover _____ Crawl Space Ground Cover _____

Foundation Wall

Material _____

Interior Foundation Wall

Columns - Material _____ Insulation _____ Foundation _____

Vents _____

Girders - Material &
Size _____

Waterproofing _____ Insulation between joints _____

Piers - Size _____

2. Footing Drains:

Inside to Sump Pit _____

Outside _____

3. Chimneys:

Material _____ Flue Size _____

Clean out door _____

4. Stairs: (Well hole Opening) _____

A. Basement _____

B. Main or Attic _____

C. Hand Rail _____

D. Max Rise _____ Max Run _____

Fireplaces: _____

Type _____ Flue Lining Size _____

5. Exterior Walls

A. Wood Frame _____

B. Sheathing _____

C. Siding _____

D. Masonry Veneer _____

E. Building Paper _____

F. Lintels _____

6. Floor Framing

A. Joist Grade _____ Size _____ O.C.

B. Bridging _____

7. Subflooring:

A. Material _____ Size _____

B. Laid _____

8. Finish Floor:

A. Material _____

B. Asphalt or Rubber _____

9. Partition Framing:

Stud Wood _____ Spacing _____ O.C.

10. Ceiling Framing:

Joists _____ O.C. Bridging _____

11. Roof Framing:

Rafters _____ O.C. Bridging _____

Ridge Size _____ O.C. Trusses _____ O.C.

12. Roofing:

A. Sheeting _____ Size _____

B. Roofing _____ Weight _____

c. Underlay _____

13. Interior Walls:
A. Plaster _____ Dry Walls _____
B. Sheetrock - Size - Walls _____
C. Ceiling _____

14. Decks:
A. Length _____ Width _____
B. Footing Size _____ Depth _____
C. Joists Size _____
D. Decking Material _____

15. Plumbing:
A. Sink _____
B. Laundry _____
C. Water closet _____
D. Bath Tub _____
E. Stall Showers _____
F. Laundry Traps _____

16. Plumbing Vents:
A. Toilets _____ Thru Roof _____
B. Sink _____ Thru Roof _____
C. Shower(Stall) _____ Thru Roof _____
D. Laundry Tubs _____ Thru Roof _____

17. Sewage Disposal:
A. Public Sewage Approved by Village Sewer
Dept. _____
B. Septic System Approved by Tompkins County
Health Dept. _____

18. Heating:
A. Hot Water _____
B. Warm Air _____
C. Fuel _____

19. Insulation:
A. Roofing _____
B. Ceiling _____
C. Wall _____

20. Porches:
A. Footing Size _____ Depth _____
B. Below Grade _____
C. Foundation _____

21. Garages: (Attached) (Under Living Spaces)
A. Footing Size _____ Depth _____
B. Foundation Size _____
C. Type Construction _____
D. Fireproofing _____

22. Solid Fuel Burning Appliances:
A. Make/Model _____
B. Type of Fuel _____
C. Flue Type _____
D. Chimney Type _____

