

VILLAGE OF OWEGO PERMIT APPLICATION

20 Elm Street, Owego, New York 13827

607-687-1101 Fax: 607-687-1062

- Village of Owego Code of Ordinances 92-9: A permit shall be required for all construction, repairs or renovations regardless of the value of such construction, repairs or renovations; however, no fee for such permit will be charged if the value of such construction, repairs or renovations, as determined by the Village of Owego Enforcement Officer, is less than \$1000.
- **If you live in the Owego Historic District an application and Certificate of Appropriateness is required from the Commission prior to obtaining a building permit. They meet 1st & 3rd Wednesdays of the month and paperwork must be filed the prior meeting Wednesday by Noon.**

Permit #: _____ Issue Date: _____ Permit Fee\$: _____ Receipt #: _____ Completion Date: _____

Owner/Authorized Agent Name/Address _____ Subject Address/Location of Proposed Project _____

Tax Map Number: _____

Day Telephone: () _____

APPLICATION IS MADE FOR: [] Building Permit [] Occupancy Permit [] Sign Permit
PURPOSE IS TO: [] Erect [] Repair [] Alter [] Demolish [] Extend [] Occupy

TO BE OCCUPIED AS A: [] Residence [] Commercial Business [] Industry

[] Other Use – describe: _____

[] Accessory Building for the purpose of: _____

Outline the scope of work: _____

(Describe – erect a house, deck, pool, garage, repair a porch, roof, etc. include dimensions if appropriate)

- If you are repairing or replacing the roof – please indicate if it will be a complete tear off, what type and number of year (25, 30, 50 year) shingles you are replacing the material with: _____
- If you are removing any type of asbestos (roof shingles, siding, flooring etc.) please indicate where you are disposing of the materials: _____

Estimate cost of the work to be performed: \$ _____

Architect/Engineer Name-Address-Telephone #: _____

General Contractor Name-Address-Telephone #: _____

All insurance must name Village of Owego as the Certificate Holder

[] Certificate of Insurance Attached [] Workers' Compensation Coverage Attached

[] Statement applicant does not require Workers' Compensation/Disability Benefits Attached (www.wcb.state.ny.us)

[] Hire subcontractor(s): _____ [] Cert Ins. [] WC [] WC Statement not req.

Submittals: [] Plot Plan [] Drawings [] Floor Plan [] Foundation Plan [] Stamped Plans

PLEASE NOTE: The following require plans stamped by an engineer or architect licensed in the state of New York:

- Single family residence over 1500 square feet of gross floor area less any garage or carport.
- Residential addition which has a cost of \$10,000 or more.
- Commercial and industrial structures, including additions.

Architect/Engineer Name-Address-Telephone #: _____

REMINDER: CALL BEFORE YOU DIG – DIG SAFELY NEW YORK 1-800-962-7962

I hereby certify that the above information is true to the best of my knowledge and the building(s) to be built under this permit will meet the requirements of the Village of Owego Zoning, Sewer, Water Ordinances and the New York State Uniform Fire Prevention and Building Code. That all workmen engaged thereon are covered by Workers' Compensation Insurance, certificate of which is herewith filed with this application. That the building(s) will not be occupied until a Certificate of Occupancy is issued.

I (we) hereby agree to notify the inspector for the following inspections:

Before the footer is poured After foundation walls are set Before basement slab is poured (plumbing)
After sub-floor installation After rough framing and siding installed After rough plumbing complete
Sewer connection inspection Sprinkler connection Completion of project

Permission is hereby granted to the Code Enforcement Officer or his authorized representative, upon showing proper credentials, to enter the above premises or buildings during reasonable working hours to discharge their duties. It is the responsibility of the property owner or their authorized agent to notify the Enforcement Officer forty-eight (48) hours in advance (Monday through Friday – excluding holidays) of any required inspections indicated above. Any continued construction beyond that inspection point which disallows the inspection to be performed will be the owner's responsibility.

Date: _____

Owner's Signature: _____

Authorized Agent Signature: _____

- | | | |
|---|-----------------------------------|---------------------------------|
| <input type="checkbox"/> Building Permit | <input type="checkbox"/> Approved | <input type="checkbox"/> Denied |
| <input type="checkbox"/> Permit for Occupancy | <input type="checkbox"/> Approved | <input type="checkbox"/> Denied |
| <input type="checkbox"/> Sign Permit | <input type="checkbox"/> Approved | <input type="checkbox"/> Denied |
| <input type="checkbox"/> Conditions: | | |

Date: _____

Code Enforcement Official: _____

If this permit is denied – the reason for the denial is that the plans submitted are not in conformance with the following provision(s):

- Need OHPC Approval for _____
- Need Planning Board Approval for _____
- Need Tioga County Planning Board Approval for _____
- Need Zoning Board Approval for _____

Date: _____

Code Enforcement Official: _____

INSPECTIONS:

Site: _____	Footer: _____
Foundation: _____	Plumbing: _____
Sub-floor: _____	Framing: _____
Sewer Connection: _____	Sprinkler Connection: _____
Roofing: _____	Siding: _____
Electric: _____	Certificate by: _____

Energy Compliance: _____ Certificate of Compliance: _____



Heart of River Country

www.villageofowego.com

Village of Owego

Clerk-Treasurer
Mayor
178 Main Street
Owego, NY 13827

Code Enforcement
Dept. of Public Works
20 Elm Street
Owego, NY 13827

WWTP
Southside Drive
Owego, NY 13827

Owego Police Dept.
90 Temple Street
Owego, NY 13827

Office of the Mayor
Clerk-Treasurer
Code Enforcement

607-687-1710
607-687-3555
607-687-1101

WWTP
Police Dept.
Public Works
Village Garage

607-687-2282
607-687-2233
607-687-1101
607-687-1221

The undersigned is hereby notified and understands that no Certificate of Occupancy or Certificate of Compliance will be issued for the structure located on Tax map Number: _____, Building Permit Number: _____ on _____, in the Village of Owego, unless the following specified inspections are made:

- Footer -- prior to pour, rod in place
- Foundation -- walls tarred, footer drains and stone before backfilling
- Frost wall -- 42" depth, building size, setbacks, rod in place, prior to pour
- Slab -- size, thickness, setbacks, rod in place
- Posts -- treated, 42" depth, spacing, setbacks
- Framing -- according to plan
- Rough plumbing - BOTH DRAIN & WATER LINES (ask for test requirements)
materials used, venting, pipe support, structural integrity
- Below grade plumbing -- cast or PVC, must be sleeved, bedding material
- Pre-fab chimney, zero clearance fireplace -- installed to manufacturer's specifications (copy of specifications needed)
- Masonry chimney, masonry fireplace
 1. Foundation, materials, depth below grade
 2. Clean out, outside air, hearth, clearances
 3. Smoke chamber, firebox, solid masonry
 4. Final termination height -- 2' to 10' rules
- Woodstove, fireplace insert, direct connect -- installed to manufacturer's specifications (copy of specifications needed)
- Insulation -- before sheetrock
- Septic, sewer -- by an Engineer or Village of Owego Sewer Department
- Electric -- rough wire and final inspection by underwriter (see other side)
- Pool -- fence enclosure, electric, audible alarm
- Final -- building complete

ALL INSPECTIONS REQUIRE ONE DAY PRIOR NOTICE!

Date

Applicants Signature

Date

Building Inspector's Signature

2/08



New York State Department of Labor
Eliot Spitzer, *Governor*
M. Patricia Smith, *Commissioner*

OCTOBER, 2007

NOTICE TO BUILDING PERMIT APPLICANTS

An asbestos survey is required for all renovation, remodeling, repair and demolition of all interior and exterior building materials.

As per NYS Industrial Code Rule 56, asbestos material must be abated by licensed contractors utilizing certified asbestos handlers, with the exception of owner-occupied single family homes, where the owner may remove the asbestos and renovate these structures themselves. However, it is not recommended that the owner perform abatement, as the owner could potentially expose themselves, their family and neighbors to asbestos fibers if adequate engineering controls and work methods are not utilized during the abatement.

For further information and updates, please see the NYS website at:

www.labor.state.ny.us



New York State Department of Labor
Elliot Spitzer, Governor
M. Patricia Smith, Commissioner

OCTOBER, 2007

NOTICE
RE:
BUILDING DEMOLITION/RENOVATION

Industrial Code Rule 56 established work practice, asbestos contractor license, and asbestos worker training and certification requirements that protect the public from cancer causing airborne asbestos fiber that can arise from various construction activities, including the demolition/renovation of a building. One very important aspect of the Code covers requirements that specifically address the potential public health hazards associated with the significant amount of airborne asbestos fiber that can be released during the demolition/renovation of a building that contains asbestos or asbestos-containing materials.

New York State Labor Law (Article 10, Section 241 section 241.10) and the Code require a survey of the impacted portion of the building to be performed to identify the presence of asbestos prior to advertising for bids or contracting for or commencing work on any demolition/renovation work on a building. **The Code requires that this survey must be sent to the local government unit responsible for issuing the demolition/renovation permit. Note that only copies of the demolition or pre-demolition survey must be sent to the Department of Labor, Asbestos Control Bureau.** Also, prior to commencement of demolition/renovation work, the impacted asbestos identified in the survey must be removed.

Your assistance, as specified below, would facilitate our enforcement efforts and help avoid the necessity of citing building owners who violate the statute and code:

1. Share this information with the individuals on your staff responsible for issuing demolition/renovation permits. Encourage your staff to contact the appropriate District Office of the Asbestos Control Bureau on the enclosed list should any asbestos issues arise, specifically those related to demolition/renovation.
2. Consider establishing a policy of not issuing a demolition/renovation permit until compliance with Industrial Code Rule 56 is achieved.
3. Call the appropriate District Office of the Asbestos Control Bureau when a demolition/renovation permit is issued to a contractor that has **failed** to provide a survey or has **not removed** the identified asbestos.

Any cooperation you can provide will not only assist in our enforcement efforts but protect the health of your community.



New York State Department of Labor
Elliot Spitzer, *Governor*
M. Patricia Smith, *Commissioner*

OCTOBER, 2007

Dear Sir or Madam:

I would like to take this opportunity to offer you some useful information associated with the asbestos exposure associated with the demolition/renovation of buildings in your locality. A copy and updates to Part 56 of Title 12 of the Official Compilation of Codes, Rules and Regulations of the State of New York (Cited as 12 NYCRR Part 56), a Guidance Document with frequently asked questions and answers, and variance information may be obtained by going on-line to, www.labor.state.ny.us

I wish to request your assistance in our enforcement efforts thereby protecting the health of your community, specifically in the area of building demolition/renovations. Please feel free to incorporate the enclosed: **NOTICE RE: BUILDING DEMOLITION/RENOVATION** and **NOTICE TO BUILDING PERMIT APPLICANTS** with the information you provided to contractors when a demolition/renovation permit is issued.

Should you have any questions, please contact the Asbestos Control Bureau District Office nearest to you (listed on the enclosed sheet) or myself at the NYS Department of Labor, Asbestos Control Bureau, State Office Building Campus, Building 12, Room 157, Albany, New York 12240 or by telephone (518) 457-1255.

Enclosures



New York State Department of Labor
Elliot Spitzer, Governor
M. Patricia Smith, Commissioner

OCTOBER, 2007

**CONTACT INFORMATION
FOR
ASBESTOS PROJECTS**

The Department of Labor regulates most asbestos control activities in the State through its Asbestos Control Bureau; all contractors must be licensed and all asbestos handlers certified by the Department's Worker Protection Central Processing Unit. Projects must be conducted in accordance with safety standards promulgated by the Commissioner of Labor to avoid potential public health hazards that can result from the improper handling of asbestos or asbestos material, a potential carcinogen. A copy and update to Part 56 of Title 12 of the Official Compilation of Codes, Rules and Regulations of the State of New York (Cited as 12 NYCRR Part 56), a Guidance Document with frequently asked questions and answers, and variance information may be obtained by going on-line to, www.labor.state.ny.us.

For more information, call or write the New York State Department of Labor, Division of Safety and Health at one of the following locations:

**ASBESTOS CONTROL BUREAU
DISTRICT OFFICES**

ALBANY

State Office Campus
Building 12, Room 157
Albany, NY 12240
Tel: (518) 457-2072

BUFFALO

65 Court Street
Room 405
Buffalo, NY 14202
Tel: (716) 847-7126

SYRACUSE

450 South Salina St.
4th Floor – Room 401
Syracuse, NY 13202
Tel: (315) 479-3215

NEW YORK CITY

75 Varick St.
7th Floor
New York, NY 10013-1917
Tel: (212) 775-3538

**TO SUBMIT:
ASBESTOS PROJECT NOTIFICATION
AND/OR EMERGENCY NOTIFICATION**

Asbestos project notifications may be made on-line by going to: www.labor.state.ny.us, quick links, to Asbestos Notification, by licensed asbestos contractors. Emergency notifications must initially be called in for approval: (518) 485-9263. After the approval process, the contractor may proceed to pay and fill out the appropriate on-line notification. You may also mail in your paperwork to: NYS Department of Labor, Worker Protection Central Processing Unit, State Office Campus, Building 12, Room 290, Albany, NY 12240, Tel: (518) 485-9263.

Questions about obtaining and/or renewing an Asbestos license or any type of Asbestos Certification may also be obtained from the Worker Protection Central Processing Unit.

ASBESTOS TESTING

ACTION CLEANERS	644-9013
ATLANTIC ENVIRONMENTAL SERVICE	239-4311
BUCK ENVIRONMENTAL LABORATORY	771-0866
ENVIRO TESTING	770-9098
JENNINGS ENVIROMENTAL	722-7574
LINK ENVIRONMENTAL	724-6051
O'ROURKE INC.	687-7434
SOUTHERN TIER ENVIROMENTAL	427-9999

PLEASE SUPPLY THE VILLAGE OF OWEGO WITH
YOUR CONTRACTOR'S LICENSE, WORKMAN'S
COMPENSATION AND INSURANCE FORMS