

ZONING & BUILDING PERMIT PROCEDURES

Town of Pompey

APPLICATION: Complete the attached application forms including signature(s) where required.

SITE PLAN: A site plan showing the location of property lines in relationship to right of ways, existing and proposed buildings, driveway(s), well, septic system, and any other features of the site must be provided.

CONSTRUCTION PLANS: Complete plans providing sufficient information to show how the proposed work will be performed are required. The State Education Law requires the plans to be

stamped and signed by a licensed professional unless such work meets one of the following exceptions:

- Alterations to any building or structure costing \$20,000 or less which do not involve changes affecting the structural safety thereof; or
- New residential buildings of 1500 square feet or less, excluding attics, garages, or non-occupied basements or cellars; or
- Farm buildings including barns, sheds, poultry houses and other buildings used directly and solely for agricultural purposes.

WATER AND SEWER SYSTEMS

Private Systems: Private systems must be approved by Onondaga County Health Department. Permit must be issued before a building permit can be issued.

Public Connection: Connection to the public systems (where available) must be approved by the Superintendent of Public Works or other authority having jurisdiction.

DRIVEWAY PERMIT: Driveway permits must be obtained before a building permit may be

issued if a new driveway is proposed to be constructed or a change to an existing driveway is needed. On a Town highway contact the Highway Superintendent at (315) 682-9544. On a County highway contact Mr. David Claeys at the Department of Transportation at (315) 435-3176. On a State highway contact Mr. Wayne Radley at (315) 672-8151.

MANUFACTURED HOUSING: Factory manufactured housing is required to be approved by

the Division of Housing and Community Renewal (DHCR). Evidence of such approval must be submitted with the Building Permit Application. Mobile homes that are being relocated and do not have a DHCR stamp of approval affixed to the home, must meet today's requirements for a single family home. Most mobile homes are not constructed so as to meet the ceiling height, window sizes and other of today's requirements.

FEE SCHEDULE:

Building Permit: Building Permit Fees are based on the value of the proposed construction or alteration. The fee includes the total value of labor and materials. A fee schedule is included.