

TOWN of PIERCEFIELD

SEPTIC PERMIT APPLICATION PACKAGE

- 1) **NEW YORK STATE LAW** mandates that the New York State Uniform Fire Prevention, Building, and Energy Codes must be enforced for all public and private buildings. These laws protect the Health, Safety and General Welfare of the public.
- 2) **BUILDING PERMITS** are required prior to commencing any work for which these Codes are required. The Building Permit is the management system used to ensure that all Codes are adhered to. The Code Enforcement Officer shall administer and enforce all the provisions of the Uniform Code, the Energy Code and Local Laws.
- 3) **PLEASE CONTACT** the Code Enforcement Official for an informal discussion to determine if a Permit is required for your project. An application for a Building Permit shall be examined to ascertain whether the proposed work is in compliance with the applicable requirements.
- 4) **APPLICATION:** The Building Permit Application requires sufficient information to make a determination that the intended work complies with the requirements of the applicable Code. Please submit a completed Septic Permit Application for review, along with:
 - A. Site Plan showing existing and proposed structures, wells and septic systems
 - B. Location of the intended work with distances between all structures and Lot Lines
 - C. Specifications for the intended work
 - D. Two sets of Construction Documents prepared by a New York State Registered Architect or Licensed Engineer if: (1) the total project value exceeds \$ 10,000.00 or (2) the changes involve structural safety or public safety or (3) residence building of gross floor area of over 1500 sq ft, not including garages, carports, porches, cellars or uninhabitable basements or attics.
 - E. Required Insurance Certificates
- 5) **APPROVAL / REQUIREMENTS:** Approved applications will be issued a Building Permit. Building Permits shall become invalid unless the authorized work is commenced within 6 months following the date of issuance. Building Permits shall expire 12 months after the date of issuance. A Building Permit which has become invalid or which has expired may be renewed upon application by the Permit Holder, payment of the applicable fee, and approval of the application by the Code Enforcement Officer. Building Permit must be visibly displayed at the work site and remain visible until project completion.

TOWN of PIERCEFIELD

Nicholas Snyder

Code Enforcement Officer

315-314-0682

SEPTIC PERMIT APPLICATION

COMPLETED BY CODE ENFORCEMENT OFFICER

PERMIT NO: _____

DATE ISSUED: _____

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PERMIT MUST BE OBTAINED BEFORE BEGINNING CONSTRUCTION

PLEASE READ & COMPLETE THIS ENTIRE FORM TO AVOID PERMIT DELAYS:

The undersigned hereby applies for a Building Permit for the following work, which will be completed in accordance with the description, plans and specifications submitted and such special conditions as may be indicated on the Building Permit.

APPLICATION DATE: _____

PROPERTY OWNER: _____

Address: _____
(Street or P.O. Box) (Village) (State) (Zip Code)

Telephone Number: _____

Property Location: _____
(Street) (Village) (State) (Zip Code)

Tax Map No. _____

Subdivision Name (if applicable): _____

SEPTIC ENGINEER:

Address: _____
(Street or P.O. Box) (Village) (State) (Zip Code)

Telephone Number: _____

SEPTIC CONTRACTOR:

Address: _____
(Street or P.O. Box) (Village) (State) (Zip Code)

Telephone Number: _____

SERVICES:

WATER SUPPLY: ___ Municipal Water ___ Existing Well ___ New Well

WASTEWATER: ___ On Site Septic System ___ Municipal Sewer

SEPTIC INFORMATION:

OCCUPANCY CLASSIFICATION ___ RESIDENTIAL PROPERTY ___ COMMERCIAL PROPERTY

___ Number of BEDROOMS ___ Number of BATHROOMS

TANK:

TANK SIZE: ___ 500

TANK CONSTRUCTION: ___ Concrete

___ 1000

___ Metal

___ 1250

___ Plastic

___ 1500

LEACH FIELD:

PERK TEST RESULTS: _____

SIZE: _____ ft x _____ ft

___ NUMBER of BRANCHES

TYPE of BACKFILL MATERIAL: _____

INFILTRATOR SYSTEM USED: ___ YES ___ NO

AFFIDAVIT

I swear/affirm that to the best of my knowledge and belief the statements contained in this application, together with the plans and specifications submitted, are a true and complete statement of all proposed work to be done on the described premises and that all provisions of the NEW YORK STATE UNIFORM FIRE PROTECTION AND BUILDING CODE and all other laws pertaining to the proposed work shall be complied with, whether specified or not, and such work is authorized by the property owner. The granting of this permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or land use or the performance of construction.

Date: _____

Signed: _____
Owner

Signed: _____
Applicant

Printed Name of Owner: _____ Printed Name of Applicant: _____

SPECIAL CONDITIONS

Approved: _____
Code Enforcement Officer
FLORA McCUEN

Date: _____

In addition to a local building or subdivision permit, please be aware that you may also need a separate permit from one or more of these other Agencies. Federal Agency permits may also be required for some projects, particularly if they involve wetlands. You are responsible to contact each agency about your plans. The issuance of a Town Permit does not eliminate the requirement for any additional Agency Permits or Regulations.

ADIRONDACK PARK AGENCY

Jurisdictional Inquiry Office
PO Box 99
Ray Brook, NY 12997
(518) 891-4050
www.apa.state.ny.us

APA Permits are required for:

- Construction of Dwellings
- Subdivision of Land
- Activities in or affecting wetlands
- Change in Use of certain buildings
- New or Expanded Commercial or Industrial Uses
- Shoreline Development, Disturbance or Vegetative cutting along lakes & rivers
- Towers or other structures over 40 ft
- Waste Disposal areas
- Other Activities

You must contact the APA and ask for a "Jurisdictional Determination"

NYS DEC

DEC Region 6 Permit Administrator
317 Washington Street
Watertown, NY 13601
(315) 785-2245
www.dec.ny.gov

DEC Permits are required for:

- Disturbance of bed or banks of Streams, Lakes, Rivers - may include Bridges, Boathouses, Shoreline Stabilization
- Large Wastewater Systems
- Floating objects in Navigable Waters
- Public Water Supplies
- Storm Water Discharge for construction sites 1 acre or larger
- Solid Waste & Hazardous Waste Disposal
- Other Activities

You must contact the DEC

NYS DEPARTMENT OF HEALTH

58 Gouverneur Street
Canton, NY 13617
(315) 386-1040
www.health.state.ny.us

DOH Permits are required for:

- Realty subdivisions of five or more lots, each five acres or less in size
- Alternate septic systems
- Shared ("community") household water supplies
- Food service establishments
- Other activities

You must contact the DOH

US ARMY CORPS of ENGINEERS

Division of Regulatory Affairs
1776 Niagara Street
Buffalo, NY 14207
(716) 879-4330
www.lrb.usace.army.mil

- Permits for Underwater Land use

You must contact the Corps

NYS DEPARTMENT OF TRANSPORTATION

DOT Region 7
317 Washington Street
Watertown, NY 13601
(315) 785-2333
www.nysdot.gov

DOT Permits are required for:

- Work in State Highway "Right of Way" (ROWs) including new driveway access, Underground and overhead utilities
- Other Activities

You must contact the DOT