

BUILDING PERMIT INFORMATION AND TYPICAL REQUIRED INSPECTIONS BY TYPE

Permit Holder is responsible for scheduling all required inspections and ensuring that all work remains accessible and exposed until inspected and accepted by the Building Inspector.

Section 1: Demolition

Permit required when the structure or improvement being demolished would require a building permit if being constructed at the current time. Not required for sheds under 144 sq ft.

Inspections:

1. Site visit prior to issue, Building inspector may waive.
2. Final inspection after completion.

Section 2: New Construction or Additions, including Sheds and Barns (other than agricultural)

Permit required for sheds larger than 144 square feet in area, as measured from the exterior surfaces of the walls, including agricultural use sheds.

Board of Health approval will be required when adding a new sewage disposal system, or when increasing the number of bedrooms in an existing structure.

Inspections: Not all may apply for a given project.

1. Site visit prior to issue.
2. Footing prior to pouring
3. Foundation prior to pouring
4. Foundation drainage, dampproofing and below grade insulation
5. Preparation for concrete slabs, including insulation, vapor barrier, etc.
6. Framing, including shear walls, moment frames or steel as applicable
7. Rough electrical, mechanical and plumbing. **Note:** Permit Holder is responsible for coordinating inspection and testing of plumbing supply and drains in accordance with Section 312 of the NYS Plumbing Code
8. Fire resistant construction, fire blocking and fire stopping at penetrations
9. Insulation and Energy Code Compliance
10. Third party inspections may include: Electrical Inspection
Blower door testing (**max 3 ACH/50**)
Board of Health approval
11. Final inspection. Note: Structure may not be occupied or used before a Certificate of Occupancy has been issued.

Section 3: Renovations or Alterations of Existing Structures (other than agricultural)

Renovations and alterations of existing structures must comply with the appropriate section of the NYS Existing Building Code, and all other applicable building codes.

Board of Health approval will be necessary when increasing the number of bedrooms in an existing structure.

Inspections: Not all may apply for a given project.

1. Site visit prior to issue.
2. Completion of demolition
3. Foundation drainage, dampproofing and below grade insulation
4. Preparation for concrete slabs, including insulation, vapor barrier, etc.
5. Framing
6. Rough electrical, mechanical and plumbing. **Note:** Permit Holder is responsible for coordinating inspection and testing of plumbing supply and drains in accordance with Section 312 of the NYS Plumbing Code
7. Fire resistant construction, fire blocking and fire stopping at penetrations
8. Insulation and Energy Code Compliance
9. Third party inspections may include: Electrical Inspection

Blower door testing (**max 3 ACH/50**)

Board of Health approval

10. Final inspection. Note: Structure may not be occupied or used before a Certificate of Occupancy has been issued.

Section 4: Repairs or Replacements of Existing Components or Equipment

Permit required when: Cutting, removing, changing or replacing any structural beam, load bearing wall, partition, component, or portion thereof, examples to include joists, rafters, studs, stair stringers, deck posts, headers, girders, foundations, etc.

Removing or changing a required means of egress, or re arrangement of parts of a structure in a manner which affects egress, examples include replacing a bedroom egress window, replacing a fire escape, or reconfiguring the interior partitions of a commercial space.

Enlarging, altering, replacing or relocating a building system, such as replacing an oil furnace with a propane boiler, modifications to a central heating or A/C system, or replacing a hardwired smoke or carbon monoxide system.

Replacement doors and windows other than storm sashes or glass only replacements must meet current Energy Code requirements

1. Site visit prior to issue, Building Inspector may waive
2. Review of any required Energy Code Compliance documentation, examples include Manual S and Manual J sizing and building loads, replacement window or door U-Factors.
3. Inspection prior to covering up any structural, fire resistant, or energy code compliance components within walls, ceilings, etc.
4. Final inspection after completion

Section 5: Decks

1. Site visit prior to issue, Building Inspector may waive
2. Footings (not required if deck is freestanding and less than 200 sq ft)
3. Framing **including lateral load connectors where required**
4. Final inspection upon completion, including all required guardrails and handrails.

Section 6: Roofing/Siding Replacement where a permit is required

Building Inspector may, upon approval prior to the commencement of work, accept photographs of conditions instead of visiting the site for sheathing condition and I&W/underlayment inspections.

1. Sheathing condition after roof or walls are stripped
2. WRB/Ice & Water Shield, underlayment and flashing, as applicable.
3. Final inspection upon completion. **Note:** Permit Holder must provide all required access.

Section 7: Above Ground Swimming Pools deeper than 24", Hot Tubs

1. Site visit prior to issue, mandatory
2. Electrical inspection, if required, by third party
3. Final inspection, including all associated pool equipment, safety cover, required barriers, access control and child safety/immersion alarm BEFORE swimming pool may be used.

Section 8: In Ground Swimming Pools

1. Site visit prior to issue, mandatory
2. Rebar and reinforcement before concrete is poured, as well as required temporary barriers and all pool systems, drain piping, etc, to be covered.
3. Electrical inspection (by third party electrical inspector.)
4. Final inspection, including all associated pool equipment, safety cover, required barriers, access control and child safety/immersion alarm BEFORE swimming pool may be used.

Section 9: Underground Oil Tank Removal/Abandonment

1. Tank and soil upon removal
2. Backfill upon completion
3. Soil sample laboratory test results

Section 10: Propane, other Gas or Liquid Fuel Tanks, Filled on site

Permits are required for the installation of non portable or permanently installed propane, or other fuel tank installations, as well as the associated piping. This includes fuel oil tanks being installed as part of an underground fuel oil tank removal, underground propane tanks fueling standby generator systems, and aboveground LPG tanks that are filled on site and fuel appliances or mechanical systems associated with a structure, improvement or dwelling.

1. Site visit prior to issue, Building Inspector may waive
2. Underground tank installation and concealed piping systems prior to backfilling or otherwise covering.
3. Pressure test verification, or pressure/leak test report from installer
4. Final inspection upon completion

Section 11: Installation of Heating/Cooling Equipment, Solid Fuel Burning Appliances and Mechanical Systems. (Water Heaters, Boilers, Mini Split Systems, Pellet Stoves, etc.)

New only, see Section 4, above, for repairs and replacements

1. Site visit prior to issue, Building Inspector may waive
2. Review of Energy Code Compliance information, Manual S, Manual J, ResCheck, or equivalent
3. Concealed structural modifications, energy code compliance components (i.e insulated refrigerant lines or duct work) and fire resistant construction components prior to closing up walls, ceilings, etc.
4. Electrical inspection (by third party electrical inspector.)
5. Final inspection upon completion

Section 12: Standby Generators and Battery Backup Systems

1. Site visit prior to issue, Building Inspector may waive
2. Electrical inspection (by third party electrical inspector.)
3. Final inspection upon completion

Section 13: Roof Mounted Residential Solar Installations

1. Site visit prior to issue, Building Inspector may waive
2. Review of applicable structural report and 110% Limit compliance documentation prior to issue
3. Electrical inspection (by third party electrical inspector.)
4. Final inspection upon completion, access to roof and any interior components required to be provided by Permit Holder. Solar Energy Systems **shall not** be used until a Certificate of Compliance has been issued.

Section 14: Ground Mounted Residential Solar Installations

1. Site visit prior to issue, mandatory.
2. Review of 110% limit compliance documentation prior to issue
3. Inspection of all required screening PRIOR to installation
4. Electrical inspection (by third party electrical inspector.)
5. Final inspection upon completion, access to be provided by Permit Holder to all components located within structures. Solar Energy Systems **shall not** be used until a Certificate of Compliance has been issued.