



CITY OF OSWEGO  
 Office of Zoning & Planning  
 13 W Oneida St, City Hall  
 Oswego, NY 13126  
 315-342-8164  
**BUILDING PERMIT APPLICATION**

Permit No: \_\_\_\_\_

To the Zoning Administrator:  
 Application is hereby made for a permit to:

Construct	Extend	Structure	Swimming Pool
Renovate	Structure Changes	Fence or Wall	
Alter	Bldg.	Misc.	

Details: \_\_\_\_\_

**Present Principle Use:** \_\_\_\_\_

Will the work being done constitute a **change in the Principal use** of the premises?      YES      NO  
 If Yes, proposed Use: \_\_\_\_\_

Is the use of **PUBLIC SPACE** Involved?      YES      NO  
 If Yes, Common Council Resolution No. \_\_\_\_\_  
 Date: \_\_\_\_\_ **FEE:** \$ \_\_\_\_\_

**PREMISES AFFECTED**, Located in a \_\_\_\_\_ Zoning District in the City of Oswego, NY on \_\_\_\_\_ and known as Number: \_\_\_\_\_, being Tax Map No.: \_\_\_\_\_ on the Assessment Map of the said City.

PROPERTY OWNER: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
 CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_  
 TELE NO. \_\_\_\_\_ Cell/Home  
 E-MAIL: \_\_\_\_\_

**Building Contractor:** \_\_\_\_\_  
 Phone: \_\_\_\_\_

**Electrical Contractor:** \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Permit Required      YES      NO

**Plumbing Contractor:** \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Permit Required      YES      NO

(If Yes, please check applicable Permit)  
 \_\_\_\_\_ Repair (\$50)      \_\_\_\_\_ New House (\$100)  
 \_\_\_\_\_ Commercial (\$150)      FEE: \$ \_\_\_\_\_

Construction Value: \_\_\_\_\_ FEE: \$ \_\_\_\_\_  
 Zoning Cert. of Compliance: \_\_\_\_\_ FEE: \$ \_\_\_\_\_

Sanitary Sewer Connection\*    YES    NO FEE: \$ \_\_\_\_\_  
 Storm Sewer Connection    YES    NO FEE: \$ \_\_\_\_\_  
 OTHER \_\_\_\_\_ FEE: \$ \_\_\_\_\_

**\*Sewer connection fee is for inspection only**

CHECKS PAYABLE TO: "CITY OF OSWEGO" **TOTAL:**\$ \_\_\_\_\_

INT.    **REQUIRED INSPECTIONS**

_____ FOOTING	_____
_____ FOUNDATION	_____
_____ FRAMING	_____
_____ ELECTRICAL ROUGH & FINAL	_____
_____ PLUMBING ROUGH & FINAL	_____
_____ INSULATION	_____
_____ FINAL	_____
_____ SITE	_____
_____ ZONING	_____

**DECLARATION:** I DECLARE THAT THE STATEMENTS MADE IN THIS APPLICATION (INCLUDING INFORMATION ON THE ACCOMPANYING DOCUMENTS & PLANS) HAVE BEEN EXAMINED BY ME &, TO THE BEST OF MY KNOWLEDGE & BELIEF, ARE TRUE & CORRECT.

I UNDERSTAND THAT NO CONSTRUCTION IS TO COMMENCE UNTIL A BUILDING PERMIT IS OBTAINED. I FURTHER UNDERSTAND THAT IF A PLUMBING PERMIT IS REQUIRED, IT MUST BE OBTAINED FROM THE PLUMBING INSPECTOR PRIOR TO ISSUANCE OF THIS PERMIT. I FURTHER UNDERSTAND THAT VARIOUS CITY OFFICIALS WILL BE INSPECTION THE PROPERTY IN PERFORMANCE OF THEIR OFFICIAL DUTIES. THEY MY INCLUDE OFFICIALS FROM THE VARIOUS DEPARTMENTS OF ASSESSMENT, BUILDING & CODE, PLUMBING, WATER & ZONING.

PERMIT APPLICANT: \_\_\_\_\_ DATED: \_\_\_\_\_  
 (Circle one: Property Owner / Manager / Contractor)

APPROVED: \_\_\_\_\_  
 Permit Administrator / Zoning Administrator      Code Enforcement Officer

THIS BUILDING PERMIT IS ISSUED SUBJECT TO CERTAIN VARIANCES GRANTED BY ZONING BOARD OF APPEALS.  
 ATTACHED TO THIS APPLICATION. \_\_\_\_\_ YES \_\_\_\_\_ NO

THIS BUILDING PERMIT IS ISSUED SUBJECT TO SPECIAL USE PERMIT GRANTED BY ZONING BOARD OF APPEALS.  
 ATTACHED TO THIS APPLICATION. \_\_\_\_\_ YES \_\_\_\_\_ NO

CITY OF OSWEGO  
Office of Zoning & Planning  
13 W Oneida St, City Hall  
Oswego, NY 13126  
315-342-8164  
**BUILDING PERMIT APPLICATION**

Permit No: \_\_\_\_\_

**NOTES:**

## Permit Requirements

Fence	Shed	Exterior – Porches/Decks
<ul style="list-style-type: none"> <li>- Survey with fence location marked on it</li> <li>- Affidavit or Contractor Selection &amp; Insurances/CE200</li> <li>- Completed Application</li> <li>- Payment Options</li> </ul>	<ul style="list-style-type: none"> <li>- Survey with shed plotted on it</li> <li>- Affidavit or Contractor Selection &amp; Insurances/CE200</li> <li>- Completed Application</li> <li>- Payment Options</li> <li>- Under 144 sq., 6' side - 6' rear</li> <li>- Over 144 sq., 6' side - 25' rear</li> </ul>	<ul style="list-style-type: none"> <li>- Survey with project plotted on it</li> <li>- Affidavit or Contractor Selection &amp; Insurances/CE200</li> <li>- Completed Application</li> <li>- Detailed Drawings</li> <li>- List of Scope of Work</li> <li>- Payment Options</li> </ul>
Interior Remodel		Demo Permit
<ul style="list-style-type: none"> <li>- Detailed Drawings</li> <li>- Completed Application</li> <li>- Affidavit or Contractor Selection &amp; Insurances/CE200</li> <li>- List of Scope of Work</li> <li>- Payment Options</li> </ul>		<ul style="list-style-type: none"> <li>- Completed Application</li> <li>- Asbesto Check</li> <li>- Addendum Sign Off Asbestos</li> <li>- Contractor Selection &amp; Insurances/CE200</li> </ul>