

Town of Owasco  
2 Bristol Avenue  
Auburn, New York 13021

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TOWN OF OWASCO

J. Patrick Doyle  
Code Enforcement Officer  
Email: [codes@owasco.ny.gov](mailto:codes@owasco.ny.gov)

Office Phone: 315-253-9021

Fax: 315-253-2683

Cell Phone: 315-729-3921

Application No. \_\_\_\_\_

Date: \_\_\_\_\_

Fee: \$ \_\_\_\_\_

## Application for Building/Zoning Permit (Not a Permit)

### IMPORTANT INSTRUCTIONS, PLEASE READ CAREFULLY.

1. Application must be complete. Please type or clearly print in ink all necessary information.
2. Completed Application must be submitted to the Owasco Town Clerk with appropriate fee before review process can begin.
3. Application must be supported with the following documents:

MINOR PROJECT: A. Plot plan (see attached sample)  
B. Sketch of project and/or specifications/materials list.

MAJOR PROJECT: A. Three (3) copies of plot plan signed  
B. Three (3) copies of design drawings signed and sealed by a licensed architect or licensed professional engineer.  
C. One (1) copy of approval from developer, if in Planned Development District.

### PLEASE COMPLETE:

Location of property: 325 Sunset Beach Drive WEST ROC  
(Street or Firelane No., Lot No., Nearest Road)

Tax Map No.: 138.3-1-65

Name of Owner: John & Kristen Jese

Address: 4770 Setting Sun Terrace Syracuse, NY 13215

Phone, Email: 315-200-4725 John Cell Jjese35@AOL.COM  
(Phone) (Cell) (Email)

**Application for Building/Zoning Permit (continued)**

**A. PROJECT CONTACTS:**

Builder (If self, so indicate) \_\_\_\_\_

Address \_\_\_\_\_

Phone / Cell / Email \_\_\_\_\_

Architect or Engineer EGGESTON & KRENZER ARCHITECTS PC

Address 1391 E. GENESEE ST. SKANBEATELES, NY 13152

Phone / Cell / Email 315-685-8144

**B. NATURE OF WORK (CHECK ALL APPROPRIATE CATEGORIES BELOW):**

**Existing Structure(s)**

- |                              |                          |
|------------------------------|--------------------------|
| 1. Repair (structural) _____ | 4. Removal _____         |
| 2. Addition _____            | 5. Demolition <u>X</u>   |
| 3. Alteration _____          | 6. Other (specify) _____ |

**New Structure(s)**

- |   |   |
|---|---|
| 1. Single Family <u>X</u>   | 3. Two Family _____                             |
| 2. Accessory Buildings:<br>Garage: _____ Attached _____ Detached _____<br>Shed <u>X</u> | 4. Deck: <u>X</u> Covered <u>X</u> Open _____   |
|   | 5. Swimming Pool: _____ Above _____ Below _____ |
|   | 6. Other (specify) _____                        |

**C. PRINCIPAL CONSTRUCTION MATERIAL TO BE USED:**

- |                  |                          |
|------------------|--------------------------|
| 1. Wood <u>X</u> | 3. Block _____           |
| 2. Brick _____   | 4. Other (Specify) _____ |

**D. TYPE OF FOUNDATION:**

- |                          |                      |
|--------------------------|----------------------|
| 1. Cellar _____          | 3. Basement <u>X</u> |
| 2. Slab _____            | 4. Crawlspace _____  |
| 5. Other (Specify) _____ |                      |

**E. COMPLETE THE FOLLOWING:**

1. **Water Source:** Public X Private Well \_\_\_\_\_ Other \_\_\_\_\_

2. **Sewage:** Public X Private\* \_\_\_\_\_ None \_\_\_\_\_  
\* If private, has sewage disposal permit been applied for Yes \_\_\_\_\_ No \_\_\_\_\_

3. Will the project involve plumbing? Yes X No \_\_\_\_\_

4. Will the project involve H.V.A.C.? Yes X No \_\_\_\_\_

5. Will the project involve electrical? Yes X No \_\_\_\_\_

F. **COST OF THIS PROJECT:** (all labor\* and materials) \$ \_\_\_\_\_

\* estimate your labor, if applicable.

Application for Building/Zoning Permit (continued)

**G. ZONING DISTRICT OF PROPERTY** (Circle One)

1. Residential                      2. Agricultural/Residential                      3. Lakeshore

**H. PRINCIPAL USE OF PRESENT STRUCTURE(S) AND/OR LAND** (Circle One)

1. Residential                      2. Agricultural/Residential                      3. Lakeshore

4. Other (Specify) \_\_\_\_\_

**I. PRINCIPAL USE OF THIS PROPOSED PROJECT.** (Describe) SINGLE FAMILY DWLG

**J. DIMENSIONS OF TOTAL PROPERTY** (If applicable)

Lot size: Length 300/295 (X) Width 100 (=) Total sq. ft. 29,750

Existing Buildings:

Length 32 (X) Width 28 (=) sq. ft. 981

Length 20 (X) Width 10 (=) sq. ft. 207

Length \_\_\_\_\_ (X) Width \_\_\_\_\_ (=) sq. ft. \_\_\_\_\_

Total square footage – Existing buildings 1194

**K. DIMENSIONS OF PROPOSED PROJECT** (If applicable)

Length 58' (X) Width 38' (=) Total sq. ft. 2170 SF

Height 32'                      Number of stories 2

**L. PROPERTY LINE SETBACKS OF PROPOSED PROJECT.** (If applicable)

LAKE  
Front lot line setback 124 ft.                      Side lot line setback 25 ft.

Rear lot line setback 115.1 ft.                      Side lot line setback 34.4 ft.

**M. ENCLOSED LIVING AREA.** (If applicable)                      Total sq. Ft. 1981

**GENERAL INFORMATION PERTAINING TO THIS APPLICATION**

This application will be reviewed by the Code Enforcement Officer and/or the Town Consulting Engineer. If disapproved, a letter of denial explaining reason(s) for denial will be issued to applicant. If approved, a BUILDING/ZONING PERMIT will be issued to the Applicant.

Work covered by this APPLICATION shall not commence prior to the issuance of a PERMIT. The PERMIT shall be valid for a period of twelve (12) months from the date of issuance. Construction under the PERMIT must be substantially complete within twelve (12) months or an extension must be obtained from the Code Enforcement Officer. A NOTICE OF PERMIT (issued by the Town) must be kept on the premises, publicly visible, throughout the progress of work.

Application for Building/Zoning Permit (continued)

This project may involve work requiring approval of various outside agencies. Certain outside agency approvals may be required prior to the issuance of a Permit. Final approval of all agencies involved must be submitted to the Code Enforcement Officer prior to the issuance of a Certificate of Occupancy or Compliance. Examples, not limited to the following, would be:

<u>Project Involvement</u>	<u>Agency</u>
1. Land division, SEQR, etc.	Owasco Planning Board
2. Zoning matters, SEQR	Owasco Zoning Board of Appeals
3. Public water, sewer	Owasco Water, Sewer Departments(s)
4. Private septic system	Cayuga County Health Department
5. N.Y.S. Roads	NYS Dept. of Transportation
6. Floodplains, wetlands	NYS Dept. of Environmental Conservation
7. Streams, Lakes, etc.	U.S. Army Corps of Engineers

Application for a CERTIFICATE OF OCCUPANCY OR COMPLIANCE is made concurrently with this filing. It is the responsibility of the owner or authorized agent to notify the Code Enforcement Officer when the project is completed in order to obtain a Certificate of Occupancy or Compliance.

The Town Code Enforcement Officer and/or Building Inspector, upon the display of proper credentials and in the discharge of his duties, shall be permitted to enter upon the premises covered by this application with out interference, for the purposes of inspecting, during normal working hours.

No person shall make any changes to the plans herewith submitted or of the specifications herein contained in the structural part of the project without the written consent of the Code Enforcement Officer.

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I certify that the answers to the questions set forth in this APPLICATION are true, correct and complete. Additionally, I agree that, in the event the PERMIT is approved, to comply with the provisions of all State of New York and Federal Government laws, rules and regulations, as they pertain this APPLICATION.

Signature:   
(Owner or authorized agent)

TOWN OF OWASCO

ATTACHMENT TO APPLICATION FOR BUILDING/ZONING PERMIT

APPENDIX E - EROSION & SEDIMENT CONTROL PLAN FOR SMALL  
HOMESITE CONSTRUCTION

In accordance with the Town of Owasco Town Board Resolution 08-060 dated March 13, 2008, I acknowledge receipt of Appendix E - Erosion & Sediment Control Plan for Small Homesite Construction and agree to comply with the regulations set forth in said Appendix E. Failure to comply with these regulations will result in the issuance of a stop work order by the Code Enforcement Officer.

Signature: \_\_\_\_\_

  
(Owner or authorized agent)

Date: \_\_\_\_\_

10-29-20