

# Town of Lincoln

6886 Tuttle Road

Canastota, New York 13032

Phone: (315) 697-8837

Applications hereby made to the Codes Office for the issuance of a Building Permit pursuant to the N.Y.S. Fire Prevention and Building Code for the construction of buildings, additions or alterations, as per Part 1203. The applicant or owner agrees to comply with all applicable laws, ordinances, regulations and all conditions expressed within this application which are part of these requirements, and also will allow all inspectors to enter the premises for the required inspections.

Please read the application instructions carefully, complete all parts and include building plans and detailed plot diagram. New York State requires that plans be stamped and signed by a N.Y. Licensed Architect or P.E. if there is more than 1500 square feet of habitable space, or if the cost of the building, addition, or alteration exceeds \$20,000.00, or if the building, addition, or alteration will have an effect on either structural or public safety. The plans will also have to be certified that they conform to N.Y. State Energy Code.

All septic system work must comply with N.Y. State Health Dept. regulations. Applications that include a new septic system will have to show the new system within the plot diagram. A percolation test and septic design must accompany the application and be signed by a N.Y. Licensed Architect or P.E. I request a 72-hour notice for an inspection of a septic system prior to back filling.

## INSTRUCTIONS

This application must be completely filled in by typewriter or in ink and submitted in duplicate to the Codes Enforcement Officer. Plot plan showing location of a lot and of buildings on premises, relationship to adjoining premises or public streets or areas and giving detailed description of layout of property must be drawn, which is part of this application.

This application must be accompanied by two (2) sets of plans showing proposed construction. The work covered by this application may not commence prior to the issuance of a building permit. All work shall be performed in accordance with the construction documents which were submitted with and accepted as part of the application for the Building Permit. **Fees are double for all work performed without a Building Permit.**

This Building Permit shall become invalid unless authorized work is commenced within six (6) months following date of issuance. **Building Permit is good for one (1) year.** Building permit and approved plans shall be kept on the premises, and be available for inspection throughout the progress of the work.

No Building **SHALL BE OCCUPIED OR USED** until a **CERTIFICATE OF OCCUPANCY OR COMPLIANCE** has been issued.

Any deviation from the approved plans must be authorized, the approval of revised plans is subject to the same procedure established for the examination of the original plans. An additional permit fee may be charged predicated on the extent of the variation from the original plans.

PERMIT NO. \_\_\_\_\_

**Electrical Inspections**

Electrical work must be inspected. The Contractor/Owner is responsible for the cost and filing the necessary application. You may use any N.Y.S. Licensed Electrical Inspector. No Certificate of Occupancy will be issued until electrical work has been inspected and approved.

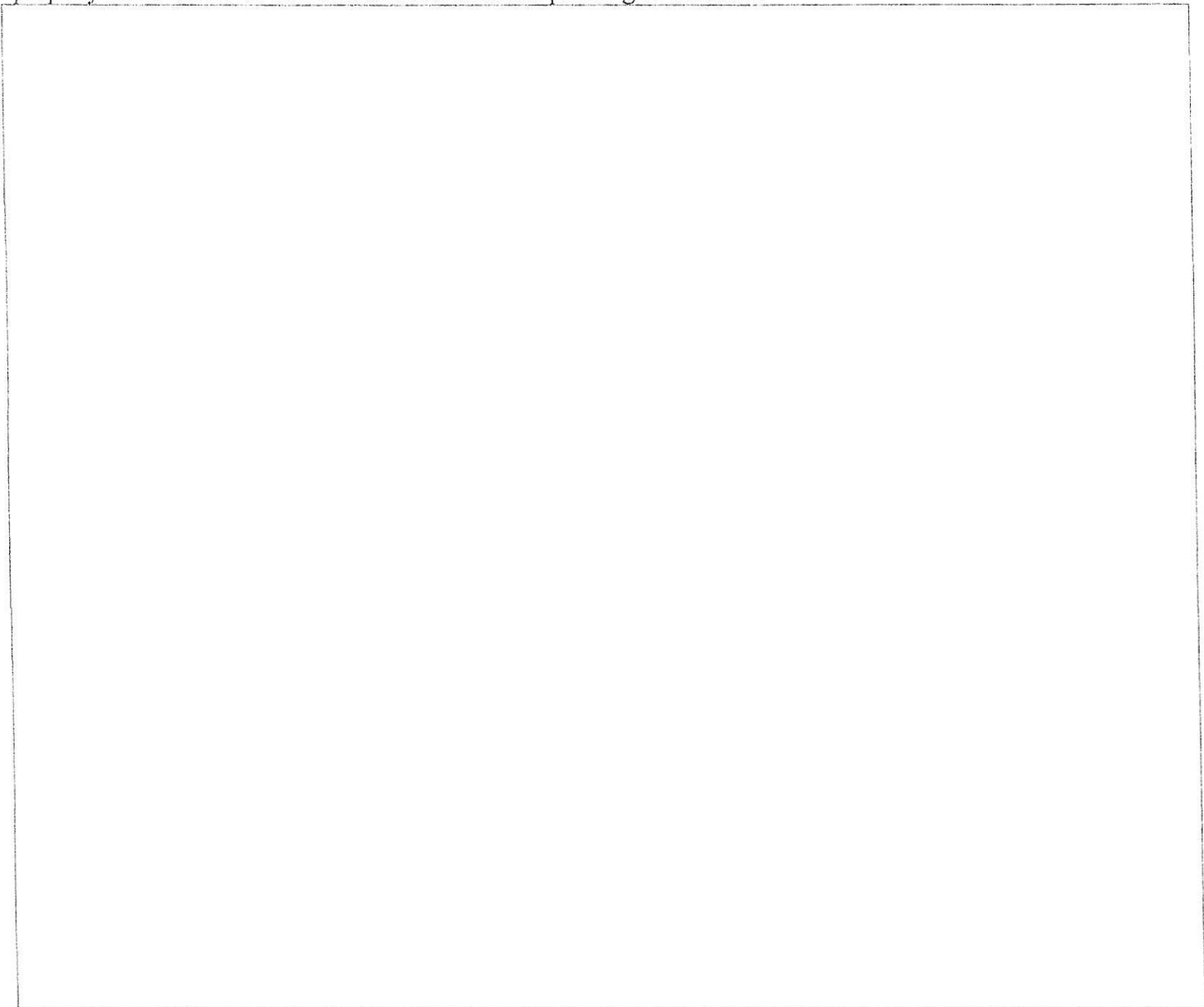
**NOTE: THIS BUILDING PERMIT EXPIRES ONE YEAR FROM DATE OF ISSUANCE.**

\_\_\_\_\_  
Signature of Owner, Applicant

\_\_\_\_\_  
Printed or Typed copy of Signature

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**PLOT DIAGRAM**

Locate clearly and distinctly all buildings, whether existing or proposed and indicate all setback dimensions from property lines. Show all street names and an arrow pointing to the north.



# Construction Details if Professional Plans & Specifications are Not Attached.

## Footing:

Width \_\_\_\_\_ Thickness \_\_\_\_\_ Depth \_\_\_\_\_

## Foundation wall:

Block size or thickness \_\_\_\_\_ Height \_\_\_\_\_

Cellar Depth \_\_\_\_\_

## Wood Foundation:

Lumber size \_\_\_\_\_ Spacing \_\_\_\_\_

Note: Wood foundations need to be insulated and sheet rocked for Certificate of Occupancy.

## Framing materials:

Floor joist: Size \_\_\_\_\_ Spacing \_\_\_\_\_ Type of material \_\_\_\_\_

Walls: Size \_\_\_\_\_ Spacing \_\_\_\_\_ Type of material \_\_\_\_\_

Roof: Pitch \_\_\_\_\_ Rafters \_\_\_\_\_ Trusses \_\_\_\_\_

Span \_\_\_\_\_ Roof sheathing material \_\_\_\_\_

Windows: Size \_\_\_\_\_ Type \_\_\_\_\_

Size \_\_\_\_\_ Type \_\_\_\_\_

Size \_\_\_\_\_ Type \_\_\_\_\_

Size \_\_\_\_\_ Type \_\_\_\_\_

Size \_\_\_\_\_ Type \_\_\_\_\_

Size \_\_\_\_\_ Type \_\_\_\_\_

Insulation: Walls \_\_\_\_\_ Ceiling \_\_\_\_\_ Floor \_\_\_\_\_

Type of heat: \_\_\_\_\_

Septic designed by: \_\_\_\_\_

Foundation design by: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

**TOWN OF LINCOLN**

Permit No. \_\_\_\_\_ Date \_\_\_\_\_

Applicant's Name \_\_\_\_\_ Owner \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

\_\_\_\_\_ Zip \_\_\_\_\_ \_\_\_\_\_ Zip \_\_\_\_\_

Phone ( ) \_\_\_\_\_ Phone ( ) \_\_\_\_\_

Applicant is (check one or more) \_\_\_\_\_ owner \_\_\_\_\_ builder \_\_\_\_\_ other (specify) \_\_\_\_\_

Contractor's Name \_\_\_\_\_ Phone ( ) \_\_\_\_\_

Address \_\_\_\_\_ Zip \_\_\_\_\_

Name of Compensation or General Liability Carrier & Policy No. \_\_\_\_\_

Project Location: City/ Town/ Village \_\_\_\_\_

Street \_\_\_\_\_ Tax Map No. \_\_\_\_\_

Nature of Work (check all that apply)

\_\_\_\_\_ deck \_\_\_\_\_ new home \_\_\_\_\_ addition \_\_\_\_\_ alteration (kitchen, bath, furnace)

\_\_\_\_\_ porch \_\_\_\_\_ demolition \_\_\_\_\_ swimming pool Cost of alteration \$ \_\_\_\_\_

\_\_\_\_\_ garage \_\_\_\_\_ mobile home \_\_\_\_\_ remodeling Cost of addition \$ \_\_\_\_\_

\_\_\_\_\_ shed \_\_\_\_\_ manuf. home \_\_\_\_\_ Solid Fuel Burning Appliances

\_\_\_\_\_ other (specify) \_\_\_\_\_

Sewage Disposal \_\_\_\_\_ new \_\_\_\_\_ existing

\_\_\_\_\_ septic \_\_\_\_\_ municipal

If applicable, attach local or County Health Dept. approval.

Water Supply \_\_\_\_\_ new well \_\_\_\_\_ existing well \_\_\_\_\_ spring \_\_\_\_\_ municipal water supply

Flood Plain site \_\_\_\_\_ is \_\_\_\_\_ is not within a flood plain.

Wetland site \_\_\_\_\_ is \_\_\_\_\_ is not in a designated wetland.

Heating System \_\_\_\_\_ electric \_\_\_\_\_ oil \_\_\_\_\_ gas \_\_\_\_\_ warm air \_\_\_\_\_ baseboard

\_\_\_\_\_ heat pump \_\_\_\_\_ wood \_\_\_\_\_ separate air conditioning

\_\_\_\_\_ other (specify) \_\_\_\_\_

Dimensions lot size \_\_\_\_\_ existing building size \_\_\_\_\_  
new building size \_\_\_\_\_

Setbacks Front \_\_\_\_\_ Right side \_\_\_\_\_ Left side \_\_\_\_\_  
Rear \_\_\_\_\_

Estimated Costs \$ \_\_\_\_\_ Permit Cost \$ \_\_\_\_\_

**DESCRIPTION**

Describe the type of work to be done; \_\_\_\_\_

**NOTE: INSPECTIONS ARE REQUIRED AT THE FOLLOWING SCHEDULE.**

**YOU MUST CALL FOR INSPECTIONS!**

- |  |  |
|--|--|
| 1. Site Inspection                     | 6. Mechanicals                           |
| 2. Footer Forms (before pour)          | 7. Fireplace                             |
| 3. Foundation wall forms (before pour) | 8. Insulation                            |
| 4. Foundation – before back fill       | 9. Sheetrock (if fire rated is required) |
| 5. Rough-In/Electrical                 | 10. Final for Certificate of Occupancy   |

**APPLICANT CERTIFICATION** - I hereby certify that I have read the instructions and examined this application and know the same to be true and correct. All provisions of laws and ordinances covering this type of work will be complied with whether specified herein or not. The granting of a 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.

\_\_\_\_\_  
Signature of owner, or applicant \_\_\_\_\_ Date \_\_\_\_\_

The application of \_\_\_\_\_ dated \_\_\_\_\_, 20\_\_\_\_  
is hereby approved (disapproved) and permission granted (refused) for the construction, reconstruction or alteration of a building and/or accessory structure as set forth above.

Reason for refusal of permit; \_\_\_\_\_

Dated \_\_\_\_\_, 20\_\_\_\_  
\_\_\_\_\_  
Codes Enforcement Officer

**LAND USE SCHEDULE**

	LOT AREA	LOT		YARDS*				Notes See:
		Frontage*** Ft	Depth Ft	Front Ft	Side Ft	Rear Ft	Max Structure Height Ft	
SINGLE-FAMILY UNIT	40,000 SQ FT	150	150	50	20	40	35	b, h
TWO FAMILY UNIT	60,000 SQ FT	150	150	50	25	50	35	b, h
MULTI FAMILY	60,000 SQ FT 10000 sq ft/unit	200	200	50	40	50	45	d,e,h
Farm	5 ACRES**	200	200	50	40	50	None	c,g,h

MANUFACTURED HOME	40,000 SQ FT	200	200	50	40	50	35	b,h
MANUFACTURED HOME PARK	5 ACRES	200	300	50	30	50		b,d,e,f,h
INDIVIDUAL PARK SITE	@ 10,000 SQ FT/UNIT	70	120	30	20	20	35	f,h
COMMERCIAL AND INDUSTRIAL, ON SEPARATE LOTS	40,000 SQ FT	200	200	100	40	50	35	b,d,e,h

\* Corner lots are considered to have two front yards along the two roadways and two side yards.

\*\* Acre = 43, 560 sq. ft

\*\*\* Requirement of actual frontage along public highway, or, if applicable, private access easement

All non-farm accessory buildings shall conform to front and side yard requirements of the district in which they are located

- a. Measured from the road right-of-way. Applies to each side of a lot that adjoins a public road.

An alternative front yard minimum dimension measurement is permissible from the center of road-ways where neither road right-of-way bounds nor surveys are available: (1) on three rod roads (generally, but not necessarily, Town roads) add 25 feet to the required front yard setback and measure from the centerline of the road; and (2) on four rod roads (generally, but not necessarily, County roads) add 35 feet to the required front yard setback and measure from the centerline of the road.

- b. Where community water supply and sewer are to be used in a subdivision subject to Planning Board review, upon Planning Board approval, smaller lot areas of not less than one-half of the stated lot area requirement and smaller bordering yards of not less than: Lot: 100 feet front x 150 feet depth. Yards: 30 feet front x 20 feet sides x 50 feet rear, may be permitted.
- c. Accessory farm buildings (silos, barns, etc.) are exempt from height limits.
- d. Requires site plan review and approval by Planning Board.
- e. A landscaped screening zone at least 15 feet wide shall be maintained by the owner on those sides of his lot that adjoin any residential property owned by another party.
- f. Each mobile dwelling site shall connect to an access road within the mobile dwelling park, and the front yard of each lot shall be measured from the edge of this access road.
- g. Upon the issuance of a special permit by the Planning Board, not more than two units of supplementary housing are allowed for relatives or hired hands employed by the farm; each unit must be provided with an adequate sewage disposal system; does not require separate lots.
- h. Maximum structure height limitation not applicable to private and public communications towers, which are allowed to such height as the applicant can demonstrate a technical need for effective communications. The determination of such need shall be made by the Planning Board by the issuance of a special use permit.
- i. In addition to all otherwise applicable side and rear yard requirements, along any lot line (other than a front yard) of any use requiring a special permit in the I-C zone that adjoins a residential district there shall be provided a perimeter strip of a least twenty-five (25) feet and there shall be provided and maintained within such perimeter strip a protective

**THE FOLLOWING ELECTRICAL INSPECTORS ARE REGISTEED  
WITH THE TOWN OF LINCOLN  
EFFECTIVE FOR THE YEAR 2022**

Name Phone # Organization/Company

**d/b/a Central New York Electrical Inspection Service LLC.**  
7910 Rinaldo Blvd West  
Bridgeport, NY 13030  
[cnyinspection@larrykinne.com](mailto:cnyinspection@larrykinne.com)

Larry Kinne  
(315) 633-0027 Fax: (315) 633-8274

**COMMONWEALTH ELECTRICAL INSPECTION SERVICE, INC**  
**TIM THOMAS-MANAGER**  
**CEISROC@YAHOO.COM**  
**800-801-0309**

Brian Fenner (315) 440-4070

Dick McCarthy (315) 534-0077  
2003 North Madison St.  
Rome, New York 13440

**NEW YORK ATLANTIC-INLAND**  
**997 McLean Rd.**  
**CORTLAND, NY 13045**  
**TELEPHONE: (607) 753-7118**

Michael Miers, (315) 843-5155 Office Cell: (315) 723-0684  
5482 Knoxboro Rd.  
Munnsville, New York 13409



**Upstate Electrical Inspection Agency**  
108 Watson Road  
N. Syracuse, NY 13212

Scott Bellows (315) 949-4400

**Middle Department Electrical Inspection Agency**  
P.O. Box 2654  
West Chester, PA 19380-0904  
(610) 696-3900

**District Office:**  
424 Erie Blvd. W.  
Rome, New York 13440  
(315) 337-3480 (800) 547-6342

**Local Office:**  
143 Troy-Schenectady Road  
Watervliet, New York 12189

Frank Mazzara 518-273-0861

**The Inspector, LLC**  
5390 State Route 11  
Burke, New York 12917  
(800) 487-0535

Robert Mutton - Direct Line: (315) 271-7206 President of THE Inspector

Timothy Willsey- Direct Line: (315) 247-9162  
P.O. Box 140  
Little York, New York 1308

Steve Glessing Direct Line: (315) 240-1575 Cell: (315) 240-1575