

Town of DeWitt
Development Permit
Application
Department of Planning & Zoning

Foundation Approval Date Signed
Conditional Approval Date Signed
Certificate of Compliance Date Signed
ZBA Approval Date Decision
Planning Bd. Approval Date Decision

Date

Nature of Work

New Building Addition Alteration Repair Conversion Removal Demolition Grad/Filling/Excav. Sign Pool Tank Other
SF SF SF SF SF
Construction Cost \$
Permit Fee \$

Property/ Owner Information

Address
City/ST/Zip
Tax Map No. - - Zoning District
Flood Plain Design Wet Land Design
Present Use & Occupancy
Property Owner
Owner's Address
Owner's Phone No. (H) (W)
Owner's Signature

Description of Proposed Development
Description of Intended Use

Approved Plan Reference

Company/Designer Name Plan Date (Original)
Plan Title Last Revision Number of Pages

Contractor Information

Name of Architect or Engineer
Contact Person Phone No.
Address City State Zip
Name of Contractor
Contact Person Phone No.
Address City State Zip

STATE OF NEW YORK,
COUNTY OF SS.

X being duly sworn deposes and says that s/he is the
(Name of individual signing application)

X (Contractor, agent, corporate officer, owner, etc.)
of said owner or owners, and is duly authorized to perform or have performed the said work
and to make and file this application; that all statements contained in this application are true
to the best of his knowledge and belief and that the work will be performed in the manner set
forth in the application and in the plans and specifications filed therewith.
(If owner, notarization is not necessary)

X (Applicant's signature)
Sworn to before me this day of , 20.

I have personally reviewed this application and find that these
accurately describe the intended work, and use, and that they
comply with NYS Building Codes, and Onondaga County and
Town Laws and Ordinances.

Issuing Officers Signature

Date
Conditions

General Development Rules  
Town of DeWitt

Application is hereby made to the Town of DeWitt Department of Planning & Zoning for the issuance of a permit to the New York State Uniform Fire Prevention and Building Code and applicable local laws for the construction of buildings, additions or alterations, or for other physical improvements or for the removal or demolition, as herein designated. The applicant and property owner agree to comply with said laws, ordinances, regulations and following rules:

1. An **ORIGINAL** shall be completed in ink with **TWO COPIES** and shall be accompanied by two complete sets of plans showing all proposed construction; one complete set of specifications, a current survey within ten years showing all improvements. Plans and specifications shall describe the nature of the work to be performed, the materials and equipment to be used and installed, and the details of structural, mechanical, electrical, and plumbing installation, and Workman's Compensation certificate.
2. No work covered by this application may be commenced prior to the issuance of a Development Permit. Project is double fee if started without permit.
3. No building or premises shall be occupied or used for any purpose whatsoever until a Certificate of Occupancy/ Compliance has been issued by the Department. If a second "Final" inspection is needed due to incomplete construction or improvements, a charge of \$40.00 shall be levied. (Please note that your Development Permit Fee includes one (1) "Final" on Certificate of Occupancy/Compliance inspection.)
4. Upon approval of this application, a Foundation Permit or Specific Permit will be issued to the applicant for conspicuous posting and availability at the job site at all times.
  - When an "As Built" foundation survey is presented and approved by the Department, the Final Permit will be issued.
5. All electrical work is to be inspected by a Town approved organization.
6. All plumbing and sanitary systems are to be inspected by the Onondaga County Health Department.
7. In signing this application the applicant agrees to permit at all reasonable hours the entry of Department Representatives and authorized inspection agencies.

For information contact:

Town of DeWitt  
Planning & Zoning  
5400 Butternut Drive  
East Syracuse, NY 13057  
Phone (315) 446-3910 x3  
Fax (315) 449-0620  
[www.townofdewitt.com](http://www.townofdewitt.com)