

The original application is to be filled out signed and dated with every question answered on the front.

For new construction, additions, all commercial construction or alterations, new homes, accessory structures, storage buildings, garages, pole barns, swimming pools, decks, etc. You may be required to supply the following:

- A).one complete stamped copy of a survey of your property.
- B).one copy of your deed for a legal description, may be required.
- C).two complete sets of detailed building plans, stamped by an architect or structural engineer, check with Code Enforcement Officer as to which one may be required.
- D).two complete sets of site plans stamped by an Architect or an engineer for foundation, drainage, type of materials, swales etc. location of utilities, finish floor elevations, elevations of all four sides of the structure, may be required.



Septic system repairs and new installation* KWIC

*Effective Jan 2004 by way of NYS Dept Of Health, all municipalities have to Require stamped plans for septic systems

The only exception is the replacement of a tank, dist box, or broken pipeline. All septic system repairs and replacements require permits before any work can start.

ZONING PERMITS

Proposals for primarily agricultural use, as well as a proposed change of use of a building or accessory structure requires review. Building Permit Applications are used for this purpose.

Code Enforcement

For questions you may contact:
Bill Gerhardt
Code Enforcement Officer
Phone: 315-595-2284 (Office)
315-694-2214 (Cell)
Fax: 315-305-3507
Office Hours: By Appointment
Monday – Friday : 8 to 3 PM

Town of Jerusalem Building Permit Guide

**Bill Gerhardt
Code Enforcement Officer
Town of Jerusalem**