



Village of Baldwinsville



Office of Code Enforcement

16 West Genesee Street, Baldwinsville, NY 13027

Phone (315) 635-2481 – Fax (315) 635-9231

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## REQUIREMENTS FOR RESIDENTIAL BUILDING PERMIT

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1. Completed Application for Building Permit with Owner's Authorization signed.
2. Construction drawings (2 copies)
3. Certificate of Insurance-General Liability, Workmen's Compensation, both listing Village of Baldwinsville as certificate holder.
4. Survey of existing property, with improvements drawn to scale on copy.
5. Plumbing Permit issued by Onondaga County (if applicable).
6. You will need to obtain an **Electrical Permit** from any *one* of the following agencies:
  - Central New York Electrical Inspection Services, LLC Larry Kinne @ 315-633-0027
  - Commonwealth Electrical Insp. Svc., Inc. Brian Fenner @ 315-440-4070
  - Commonwealth Electrical Insp. Svc., Inc. Gene Spencer @ 315-427-4864
  - The Inspector, LLC. Tim Willsey @ 1-800-487-0535
  - Upstate Electrical Inspection Agency, Inc. Aaron Bellows & Scott Bellows @ 315-452-5304
  - New York Atlantic-Inland, Inc. Richard Kersey @ 315-532-0110 or 1-607-753-7118
7. Permit Fee: \$75.00 up to 1<sup>st</sup> \$1000.00, \$8.00 per \$1000.00 after.  
Work must start within 6 months - Valid for One (1) Year

**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED FOR FILING**