

Town of Dix – Building Permit Guide

A building permit is required prior to beginning any work on:

- New construction or demolition
- Temporary structures
- Additions
- Alterations or conversions
- Change of use of a building
- Manufactured or modular structures
- Garages, barns, sheds, green houses or similar structures
- Tents 200 SF or larger or canopies 400 SF or larger
- Decks, porches or landings
- Heating, AC or ventilation
- Solid fuel burning appliances
- Electrical work
- Plumbing
- Mechanicals
- Swimming pools or hot tubs
- Fences
- Signs
- Fire places, chimneys or vents
- Changes in means of egress
- Reroofing

No building permit is required for:

- Painting
- Non-structural repairs
- Replacement windows
- Structures for agricultural business operations products & equipment

To obtain a building permit submit to the Code Office:

- Completed application
- Detailed site plan
- Building site soil weight bearing capacity certification
- Two detailed sets of construction drawings & specifications stamped with seal of NYS certified designer (one set will be returned to you)
- Specifications of any engineered lumber components
- Required forms providing proof of workers compensation & disability insurance
- Manufactured home installer certification if it's a mfg home
- Well drillers certification
- Appropriate permit fee

Inspections required but not limited to:

- Pre-construction on-site review
- Underground lot work prior to backfill (gas, water, sewer, electric, etc)
- Footer pre-pour
- Foundation wall pre-pour
- Foundation before backfill
- Framing before covering
- Thermal insulation before covering
- Sheathing before covering
- Roofing underlay & house wrap before covering
- Electrical rough-in
- Plumbing rough-in
- Mechanicals rough-in
- Heating, ventilation & air conditioning rough-in
- Smoke & carbon monoxide detectors
- Finished roofing
- Building exterior finish
- Finished lot grading
- Address numbers posting