

Town of Chateaugay
Code Enforcement Officer
191 East Main Street, PO Box 9
Chateaugay, NY 12920

Code Enforcement Officer, Dave Legault
518-497-3126 Ext. 7
Cell: 315-323-1202

PROCEDURES FOR OBTAINING A BUILDING PERMIT:

1. READ EVERYTHING ON THE APPLICATION AND COMPLETE IT.
2. Attach a plot plan showing the dimensions of the lot and the distances from the lot to the existing and proposed buildings.
3. Don't forget your plot plan, floor plan, and your blue prints with the Building Permit Application. (Two sets of blue prints).
4. Permits and fees are to be filed with the Code Enforcement Officer.
5. If the application is NOT complete NO permit will be issued. If your application meets all NYS Building Codes and Local Law and the application is complete, a permit will be issued.
6. Your Building Permit is valid for TWO YEAR from the date it is issued. You MUST renew the permit or have a final inspection before the permit expires.
7. YOU are responsible to notify the Code Enforcement Officer when you are ready for inspections as stated in your Building Permit.
8. You must have a final inspection before you can use the building. Certificates of Occupancy are required.
9. NO permit shall be required for a small (144 Sq. Ft. or less) noncommercial uninhabited structure in the Town.
10. Water and sewer service connection applications for the Town's special districts are required.
11. It's THE LAW call UFPO two working days before you dig. (1-800-962-7962)

THESE LAWS ARE REQUIRED BY NEW YORK STATE BUILDING CODES, THE TOWN IS REQUIRED BY THE STATE OF NEW YORK TO ENFORCE THEM UNDER LOCAL LAW.

I have received and read this building application and its attachments: for the APA, UFPO, Workers Compensation, the information on residential entrances on County roads, the information on Individual Sewage Treatment by the County Health Dept.

Applicant's Signature

Date

Town of Chateaugay
Code Enforcement Officer
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APPLICATION FEE _____

PERMIT NUMBER _____

APPLICATION FOR A BUILDING PERMIT

Name: _____
Address: _____

Phone. No: _____
Cell No: _____
Date: _____
Parcel No: _____

DIRECTIONS FOR COMPLETING THIS APPLICATION:

1. Deliver this completed application with appropriate fee to the Code Enforcement Officer.
2. A PLOT PLAN AND A FLOOR PLAN ARE REQUIRED WITH ALL BUILDING PERMIT APPLICATIONS SUBMITTED. If the cost of construction is \$20,000 or higher, or involves 1,500 square feet, plans MUST be signed and stamped by a Registered Architect or a Licensed Professional Engineer or New York State.

Application is here by made to :

DEMOLITION

- | | |
|---|--|
| ☐ Use | ☐ Residence |
| ☐ Erect | ☐ Garage |
| ☐ Repair | ☐ Alter |
| ☐ Extend | ☐ Occupy |
| ☐ Pool ☐ Above Ground ☐ Below Ground | |
| ☐ Storage Shed | ☐ Mobile Home |
| ☐ Addition | ☐ Porch |
| ☐ Wood Stove | ☐ Commercial Business |
| ☐ Industry | ☐ Replace Mobile Home |
| ☐ Other _____ | |

- ☐ Buried on site
☐ Hauled Away
☐ Burn on site-DEC Permit
☐ Asbestos ☐ No ☐ Yes

Structure or Land address or where it's located
at: _____

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APPLICATION FOR BUILDING PERMIT:

A Plot Plan	☐ is attached	☐ is not attached
Floor Plan	☐ is included	☐ are not included

The Building will be as follows:

1. Description _____

Residence	Garage	Mobile Home
☐ Single Family	☐ Attached	Brand Name _____
☐ Two Family	☐ Unattached	Model _____
☐ Multi-Dwelling		Year _____

2. Size(W) _____ (H) _____ (L) _____

3. Construction Estimated Starting Date: _____

4. Number of family units: _____

5. Front Yard (Distance in feet from the lot line to the front of the building) _____

6. Back Yard (Distance in feet from the lot line to the back of the building) _____

7. Side Yard: a. _____ feet to the side of the building
b. _____ feet to the other side of the building

8. Dimensions of lot _ _____ Use lot lines-NOT measurements from center of side road.

9. Estimated cost of construction _____

10. Type of construction : Frame(☐) Concrete(☐) Steel(☐) Other(☐) _____

11. Name and Address of builder _____

12. Is a copy of liability insurance on file with the Town: _____

13. Is a copy of worker's compensation on file with the Town: _____

Fee Schedule

A. **Residential** (Based on external gross measurements)

- | | |
|----------------------------|-----------------|
| 1. Single Family Residence | 20C per sq. ft. |
| 2. Additions | 20C per sq. ft. |
| 3. Alteration / Renovation | 15C per sq. ft. |
| 4. Manufactured Housing | 15C per sq. ft. |
| 5. Garage | 20C per sq. ft. |
| 6. Demolition (6 months) | \$100 |

B. **Commercial or Industrial** (Based on external gross measurements)

- | | |
|----------------------------|-----------------|
| 1. New | 40C per sq. ft. |
| 2. Storage Shed | 20C per sq. ft. |
| 3. Addition | 40C per sq. ft. |
| 4. Alteration / Renovation | 40¢ per sq. ft. |
| 5. Demolition (6 months) | \$200 |

C. **Solar**

- | | |
|-----------------|--------------------------|
| 1. Solar Panels | \$15 per panel (\$75min) |
|-----------------|--------------------------|

D. **Miscellaneous**

- | | |
|--|------------------------------|
| 1. Wood Stove / Gas Fireplace Inspection | \$75 |
| 2. Inspection on Request | \$50 per hour |
| 3. Operating Permit (12 months) | \$50 |
| 4. Temporary C of O - Residential (6 Months) | \$75 |
| 5. Temporary C of O - Commercial (6 Months) | \$150 |
| 6. Building Permit Renewal | 25% of original (\$50 min) |
| 7. Building Permit Renewal after 3 years | 100% of original (\$100 min) |
| 8. Pool | \$100 |
| 9. Oil and Gas Storage Tanks (Above or Below ground) | |
| a. 500 - 1,999 gallons | \$50 |
| b. 2000+ gallons | \$125 |

E. **Short Term Rental**

- | | |
|--|---------------------|
| 1. Single Family Dwelling | \$300 for two years |
| 2. Building and Fire Prevention Inspection | \$100 / Occurrence |
| 3. Valid Complaint Inspection | \$100 / Occurrence |

** An additional charge of 50% of the application fee will be charged as a penalty for starting a project without a permit.

**NOTICE OF UTILIZATION OF TRUSS TYPE CONSTRUCTION,
PRE-ENGINEERED WOOD CONSTRUCTION AND/OR TIMBER
CONSTRUCTION IN RESIDENTIAL STRUCTURES**

(In accordance with Title 19 NYCRR PART 126S)

Town of Chateaugay

TO: *Code Enforcement Officer*

OWNER OF PROPERTY: _____

SUBJECT PROPERTY (ADDRESS AND TAX MAP NUMBER):

PLEASE TAKE NOTICE THAT THE (CHECK ALL THAT APPLY):

- ☐ New Residential Structure
- ☐ Addition to Existing Residential Structure
- ☐ Rehabilitation to Existing Residential Structure

TO BE CONSTRUCTED OR PERFORMED AT THE SUBJECT PROPERTY REFERENCE ABOVE WILL UTILIZE
(check each applicable line):

- ☐ Truss Type Construction (TT)
- ☐ Pre-Engineered Wood Construction (PW)
- ☐ Timber Construction (TC)

IN THE FOLLOWING LOCATION(S) (CHECK APPLICABLE LINE):

- ☐ Floor Framing, Including Girders and Beams (F)
- ☐ Roof Framing (R)
- ☐ Floor Framing and Roof Framing (FR)

SIGNATURE: _____ **DATE:** _____

PRINT NAME: _____

CAPACITY (Check One): ☒ Owner ☐ Owner's Representative