



GENERAL BUILDING PERMIT APPLICATION INFORMATION

Please remove this page when submitting application information

Permit applicant is responsible to request all inspections be scheduled, including the Final Certificate of Occupancy/Completion. Please call at least 24 hours IN ADVANCE. (see reverse side)

Permits are required for erecting, construction, enlargement, structural alteration, demolition, moving or changing the occupancy of any building within the Village. Permits are also needed for the installation of swimming pools, both above-ground and in-ground, and for fences of all types. No permit is required for ordinary repairs which are not structural in nature. Applications are available at the Village Clerk's Office. Fees are to be paid at the time the application is filled and returned to the Clerk. It will then be forwarded to the Building and Fire Code Enforcement Officer for approval. If approval is denied or if the application is withdrawn, the application fee will be refunded.

NOTE: Reroofing any building requires a Building Permit and compliance with Chapter 15 of the Building Code of New York State **with one exception**; where an existing roof consists of one layer of asphalt shingles that are in satisfactory condition to be used as a base for a 2nd layer of asphalt shingles, a permit is not necessary

Exemptions. No Building Permit shall be required for work in any of the following categories:

- (1) construction or installation of one story detached structures associated with one- or two-family dwellings or multiple single-family dwellings (townhouses) which are used for tool and storage sheds, playhouses or similar uses, provided the gross floor area does not exceed 144 square feet (13.88 square meters);
- (2) installation of swings and other playground equipment associated with a one- or two-family dwelling or multiple single-family dwellings (townhouses);
- (3) installation of swimming pools associated with a one- or two-family dwelling or multiple single-family dwellings (townhouses) where such pools are **designed for a water depth of less than 24 inches** and are installed entirely above ground;
- (4) installation of fences which are not part of an enclosure surrounding a swimming pool;
- (5) construction of retaining walls unless such walls support a surcharge or impound Class i, ii, or iiiA liquids
- (6) construction of temporary motion picture, television and theater stage sets and scenery;
- (7) installation of window awnings supported by an exterior wall of a one- or two-family dwelling or multiple single-family dwellings (townhouses);
- (8) installation of partitions or movable cases less than 5'-9" in height;
- (9) painting, wallpapering, tiling, carpeting, or other similar finish work;
- (10) installation of listed portable electrical, plumbing, heating, ventilation or cooling equipment or appliances;
- (11) replacement of any equipment provided the replacement does not alter the equipment's listing or render it inconsistent with the equipment's original specifications; or
- (12) repairs, provided that such repairs do not involve
 - (i) the removal or cutting away of a loadbearing wall, partition, or portion thereof, or of any structural beam or load bearing component;
 - (ii) the removal or change of any required means of egress, or the rearrangement of parts of a structure in a manner which affects egress;
 - (iii) the enlargement, alteration, replacement or relocation of any building system; or (iv) the removal from service of all or part of a fire protection system for any period of time.



GENERAL BUILDING PERMIT APPLICATION INFORMATION

Type of Construction	Minimum Fee
New Home Construction	\$300.00 (<i>first 900 sq ft</i>)
All Building Construction	\$. 20 per square feet above minimum
Addition to Existing Structure	\$100.00
Mobile Homes Replacement & Addition	\$300.00
Garage	\$100.00
Shed & Exterior Structures(144 sq. ft. or larger)	\$50.00

Additional Construction Related Permit and Certificate Fees

Swimming Pools w/fencing Permit	\$100.00
Fireplace Permit (Indoor)	\$50.00
Change of Occupancy	\$100.00
Certificate of Occupancy	\$50.00
General building repairs that involve structural alterations	\$25.00

Construction Inspections Required

An appointment for an inspection must be made at least 24 hours in advance by calling 518-853-4335 first or by contacting the Building Code Enforcement Officer directly at 518-774-0420.

**New buildings, additions, and alteration require all inspections #1-8 below;
Swimming pools and decks require footings inspection (#1) and final inspection (#8)**

The following is a list of required inspections to be made by the Building Inspector or his duly authorized assistant or representative.

1. Before any concrete is poured
2. In house underground plumbing
3. Before any backfilling of walls or trenches
4. When rough framing and plumbing are complete BUT before any insulation, sheetrock, lath or other paneling is applied
5. Before roof covering is installed
6. When rough electrical work has been installed, inspected and approved by a NYS certified electrical inspector.
7. Insulation inspection for compliance to the NYS Energy Code
8. When the job is completed as a final inspection

Upon completion of work and prior to issuance of a Certificate of Occupancy these things are needed:

1. Application for Certificate of Occupancy
2. Verification of Location (final survey)
3. Certificate of Portability (water test)
4. Certification of Sewer Connection to Municipal Sewer system only
5. Electrical Inspection proof
6. All aforementioned inspections listed above

Any duly authorized representative of the Building Department may enter upon any building or premise at any time he deems an inspection is necessary or applicable.


Date Rec'd: _____



Permit # _____

Issued Date _____

Expires date _____



800-962-7962

VILLAGE OF FONDA CODE ENFORCEMENT OFFICE

8 E Main Street Fonda, NY 12068
APPLICATION FOR BUILDING PERMIT
(NOT TO BE USED FOR DEMOLITION PERMIT APPLICATION)

Property SBL# _____

Occupancy Classification: Group A B E F H I M R S U

Address: _____

Nature of Work:

For work in Pre 1978 built structures, attach a copy of EPA lead-safe certificate

New Building Repair Addition Alteration Mobile Home Change of Occupancy

Swimming Pool Fireplace Other: _____

The proposed development is located on Flood Insurance Rate Map Panel No. _____, Dated _____.

APPLICATION is hereby made to the Code Enforcement Officer for a Building Permit pursuant to the New York State Uniform Fire Prevention and Building Code **for construction of buildings, additions, alterations, or removal** as herein described. The applicant agrees to comply with all applicable laws, ordinances and regulations, etc. as follows:

A. The applicant shall notify the Code Enforcement Office of any changes in the information contained in the application during the period for which the permit is in effect. **A permit will be issued when the application has been determined to be complete and when the proposed work is determined to conform to the requirements of the Uniform Code.** The authority conferred by such a permit may be limited by conditions.

B. A building permit may be suspended or revoked if it is determined that the work for which it pertains is not proceeding in conformance with the Uniform Code or with any condition attached to such permit, or if there has been a misrepresentation or falsification of a of a material fact in connection with the application for permit.

C. A building **permit shall expire one (1) year from the date of issuance** or upon the issuance of a Certificate of Occupancy (other than a temporary certificate of occupancy), whichever comes first.

The permit may, upon written request, be renewed for successive one-year periods provided that

- (1.) the permit has not been revoked or suspended at the time the application for renewal has been made;
- (2.) the relevant information in the application is up to date; and
- (3.) **the renewal fee is paid (half cost of original permit).**

CERTIFICATION:

I hereby certify that I have read the instructions and examined this application and known the same to be true and correct. All provisions of Laws and Ordinances covering this type of work will be completed whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other State or Local Law regulating construction or the performance of construction.

Signature: _____

Date: _____

Owner/Agent/Applicant; circle one

Phone: _____



PROVIDE WRITTEN DESCRIPTION WITH DETAILS: *ATTACH DRAWING OF PLOT PLAN-OR-CONSTRUCTION PLAN IF NEEDED

[Empty rectangular box for providing a written description or attaching a drawing.]

PLEASE ATTACH ONE OF THE FOLLOWING FORMS TO COMPLY WITH PROVISIONS FOR WORKERS' COMPENSATION AND DISABILITY INSURANCE

CONTRACTORS: Workers' Compensation documentation per Section 57 Workers' Compensation Law
(Form C105.2 for insured, SI-12 for self-insured, or CE-200 for no employees)
Please note ACORD forms are NOT acceptable proof of NYS Workers Comp or NYS Disability benefits coverage

Please be sure to have the location of the job site and name of homeowner identified on/with Worker's Compensation documentation

HOMEOWNERS DIY: BP-1 Affidavit of Exemption for homeowner occupied premises CE-200 for homeowner not occupying premises

The undersigned states that all of the information provided with this application is accurate and true, agrees to comply in said construction with all provisions of the New York State Uniform Fire and Prevention Code, local Building Code, and to call at least 48 hours in advance to schedule all required rough and final inspections in order to comply with all minimum Code requirements as required to obtain a Certificate of Compliance or Certificate of Occupancy.

To be notarized:

PRINT NAME _____ SIGNATURE _____ DATE _____

Sworn to before me this _____ day of _____, 20_____

Notary Public

(STAMP)

Term expires _____



DO NOT WRITE BELOW
Review of Application (Office Use Only)

- | | | |
|--|-------------|-----------------|
| 1. Payment of fees: Cash/Check/Other: _____ | Date: _____ | Initials: _____ |
| 2. Proof of Worker's Comp or Exemption Cert: | | |
| C-105.2 SI-12 CE-200 | Date: _____ | Initials: _____ |
| DB-120.1 DB-155 BP-1 | Date: _____ | Initials: _____ |
| Pre 1978 EPA lead safe certificate, if required | Date: _____ | Initials: _____ |
| 3. Copy of Contractors licenses in re Asbestos Removal | Date: _____ | Initials: _____ |
| 4. SEQREA completed | Date: _____ | Initials: _____ |
| 5. NYS DOL DSH Asbestos Project Notification | Date: _____ | Initials: _____ |
| 6. Entered in Permit Database | Date: _____ | Initials: _____ |

Review of Application (Building Code Enforcement Officer)
Inspections Required/Completed by Building Code Enforcement Officer:

Is the property located within a Flood Plain? No Yes, issue Floodplain Development Application Forms
Date: _____ Initials: _____

TYPE OF INSPECTION

	CALLED FOR INSPECTION DATE	INSPECTION COMPLETED DATE
1. EXCAVATION	_____	_____
2. FOOTING	_____	_____
3. FOUNDATION	_____	_____
4. FIREPLACE	_____	_____
5. WATERPROOFING	_____	_____
6. ROUGH FRAME	_____	_____
7. PLUMBING-HVAC	_____	_____
8. INSULATION	_____	_____
9. ELECTRICAL	_____	_____
A COPY OF THE COMPLETED FIRE UNDERWRITERS CERTIFICATE MUST BE SENT TO THE VILLAGE OFFICE WHEN RECEIVED		
10. OTHER: identify	_____	_____
FINAL INSPECTION:	_____	_____
CERTIFICATE OF OCCUPANCY ISSUED	_____	_____

Code Enforcement Officer Name: _____ **Date:** _____

All Building Construction	\$. 20 per square feet above minimum
<i>Type of Construction</i>	<i>Minimum Fee</i>
New Home Construction	\$300.00 (first 900 sq ft)
Mobile Homes Replacement & Addition	\$300.00
Addition to Existing Structure	\$100.00
Garage	\$100.00
Shed & Exterior Structures	\$50.00
Additional Residential Construction Related Permit and Certificate Fees	
Swimming Pools w/fencing Permit	\$100.00
Fireplace Permit (Indoor)	\$50.00
Demolition Permit-expires @ 6 months	\$75.00
*Change of Occupancy	\$100.00
*Certificate of Occupancy Issued	\$50.00
*General Structural Alterations	\$25.00
Flood Plain Development Permit Application Fee	\$500.00 per Res#13 2018 5/14/2018