

TOWN OF SCHUYLER FALLS

P.O Box 99
Morrisonville, NY 12962
(518) 563-1129 (518) 563-2503
FAX # (518) 561-7845

*William LaCount-----Zoning Office Hours
Tuesday 9am to 1pm
For Appointment Please Call
570-8258*

INSTRUCTIONS AND DOCUMENTATION REQUIRED FOR ISSUANCE OF A BUILDING PERMIT

1. A building permit is required for and prior to commencing: the erection, construction, enlargement, improvement, alteration, removal or demolition of any building, structure or any portion thereof and installation of heating equipment.
2. A structure shall be considered as anything constructed or erected with a fixed location or attached to something having a fixed location on the ground. Among other things, structures include buildings, swimming pools, mobile homes, walls, billboards, and poster panels.
3. An application form must be completed. The applicant is responsible for all information relating to the property owner, location, size of lot, cost of construction, deed restrictions, type of new construction and any pertinent data regarding the project. Additional information is required from the property owner concerning A.P.A., Wetlands Area, Floodplain Insurance, Clinton County Health Department Permit, County and State D.O.T., and Town Water and Sewer.
4. A plot plan, drawn as close to scale as possible, must accompany all applications. A plot plan will show the road on which the property abuts, dimensions of the lot, location and size of the new construction, all setbacks relating to the proposed structure and names of owners whose property abuts the lot when applicable.
5. A sewage disposal permit issued by Clinton County Health Department is required for residential or commercial buildings.

6. If deed is not listed on the Town Assessment Roll, a copy of a deed will be required.
7. A set of plans/blueprints bearing the official seal, stamp and signature of a New York State registered architect or licensed professional engineer must be submitted to the Zoning Enforcement Officer prior to the issuance of a permit for any residential or commercial building and major alteration or renovation in excess of \$20,000 or 1500 sq. feet.
8. Providing all requirements are met and are in compliance with the Town of Schuyler Falls Zoning Ordinance and upon payment of the stipulated fee, a building permit can be issued.
9. Γ \blacktriangleright If the requirements are met, the Zoning Enforcement Officer will issue a permit
 Γ \blacktriangleright If the requirements are NOT met, the applicant may:
 - a) Alter the plans to meet the requirements or,
 - b) Withdraw the application.
10. Issuance of this building permit requires that the Town of Schuyler Falls building inspectors be allowed to make all required inspections related to said permit.

Paragraph III of the fee schedule states, "In the event that an application for a Building Permit is not approved, the applicant shall be entitled to a (50%) fifty percent refund of the application fee, provided no work has commenced. If work has started and the application is not approved, no part of the fee will be refunded."

Γ \blacktriangleright If all requirements have been met and the permit is denied for other reasons, the decision may be appealed to the Zoning Board of Appeals.

11. The project for which the permit is granted must commence within six (6) months and is good for one (1) year from date of issuance. A renewal of one (1) year maybe granted at a cost of \$10.00 or 10% which ever is higher.



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P.O. BOX 99
MORRISONVILLE, NEW YORK 12962
(518) 563-1129 (518) 563-2503

BUILDING PERMIT APPLICATION

ZONE _____ DATE _____ FEE _____ APPLICATION# _____

Property Owner's Name _____ Phone # _____

Mailing Address _____

Contrators Name _____ Phone # _____

Mailing Address _____

Contractor is authorized to represent property owner in meeting
requirements of this building permit. Yes No

Location of Property _____

Parcel I.D # _____ Est. Completion Date _____

Lot Size/Dimensions _____ Est. Cost _____

A Plot Plan	() is attached	() is not attached
Floor Plan	() are included	() are not included

Set backs: Front _____ Back _____ Left side _____ Right Side _____

OFFICE USE ONLY

() Approved
() Denied—Not in conformance with the following provision(s) of the
Town of Schuyler Falls Zoning Ordinance. _____

Comments _____

() A.P.A.	() D.E.C. (Wetlands)	() C.C.H.C.	() AG
() Floodplain	() D.O.T. _____ City.	_____ State	() UFPO

Date _____ By _____
Zoning Enforcement Officer

APPLICATION IS HEREBY MADE TO:

- | | |
|-----------------------------------|--|
| <input type="checkbox"/> Use | <input type="checkbox"/> Residence |
| <input type="checkbox"/> Erect | <input type="checkbox"/> Garage |
| <input type="checkbox"/> Repair | <input type="checkbox"/> Storage Shed |
| <input type="checkbox"/> Alter | <input type="checkbox"/> Fence |
| <input type="checkbox"/> Extend | <input type="checkbox"/> Camp |
| <input type="checkbox"/> Remove | <input type="checkbox"/> Sign |
| <input type="checkbox"/> Demolish | <input type="checkbox"/> Porch |
| <input type="checkbox"/> Occupy | <input type="checkbox"/> Commercial Business |
| <input type="checkbox"/> Move | <input type="checkbox"/> Industry |
| <input type="checkbox"/> Replace | <input type="checkbox"/> Mobile Home |
| <input type="checkbox"/> Deck | <input type="checkbox"/> Pool (in ground) |
| | <input type="checkbox"/> Other |

THIS BUILDING WILL BE AS FOLLOWS:

- RESIDENCE CONSTRUCTED OR MODULAR MOBILE HOME

Size _____ Style _____ Number of Stories _____
Number of Baths _____ Number of Bedrooms _____ Number of Rooms _____
Fireplace _____ Heat Type _____ Fuel Type _____
Foundation Type _____

ADDITIONAL MOBILE HOME INFORMATION:

Mobile Home Park Name _____ Lot # _____
Make _____ Year _____ Size _____
Serial # _____ HUD # _____

GARAGE Attached _____ Detached _____ Size _____

Other Construction _____

**LAWS OF NEW YORK 1998
CHAPTER 439**

The general municipal law is amended by adding a new section 125 to read as follows:

125. Issuance of building permits. No city, town or village shall issue a building permit without obtaining from the permit applicant either:
1. Proof duly subscribed that Workers' Compensation Insurance carrier in a form satisfactory to the chair of the Workers' Compensation board as provided for in section fifty-seven of the Workers' Compensations Law is effective; or
 2. An affidavit that such permit applicant has not engaged an employer or any employees as those terms are defined in section two of the Workers' Compensation Law to perform work relating to such building permit.

STATE OF NEW York)

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County of Clinton

Deponent being duly sworn, says that he is the owner or authorized agent for which the foregoing work is proposed to be done, and that he is duly authorized to perform such work, and that all workmen employed on this building are covered by contract or compensation insurance, and that all work will be performed in accordance with all existing state and local ordinances. I further state that all information is true and correct to the best of my knowledge.

In written instrument, and person who knowingly makes a false statement which such person does not believe to be true, has committed a crime under the laws of the State of New York, punishable as a Class A misdemeanor. (PL210.45)

Sworn to this ____ day of _____ 20____

Notary Public

Signature of Applicant