

TOWN OF BROADALBIN BUILDING PERMIT APPLICATION

CODE ENFORCER TOM DICAPRIO -518-848-4498 OFFICE 518-883-8443

Date: _____ Permit # _____

Tax Map # _____ Total Fee _____

Property Owner _____

Location of Proposed Work _____

Address and phone number _____

TYPE OF WORK PROPOSED

_____ Mobile Home _____ Modular Home _____ Site Built Home _____ Septic System _____ Pellet Stove _____ Home Heating System	_____ Alteration _____ Addition _____ Demolition _____ Porch/Deck _____ Siding _____ Other	_____ Roof Replacement _____ Electrical Installation _____ Accessory Building _____ Wood Stove/Boiler _____ Change in Occupancy
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NOTICE : ONCE A BUILDING PERMIT IS PROCESSED NO REFUNDS SHALL BE GIVEN

A Building permit can take up to 20 days to be issued if located within the Adirondack Park, their approval is required first.

Once your building permit has been issued it is your responsibility to call for all inspections associated with your type of permit and this office requires a 72 hour notice for all inspections.

When completing this permit please have a copy of your deed attached to the permit application.

The minimum size building lot in the Town of Broadalbin is one (1) acre, the minimum width size is 150 feet, with the setbacks off of the adjacent property line is 20 feet.

All building projects over 1500 square feet or more than \$20,000 in value, require architectural stamped plans.

VALUE OF PROPOSED PROJECT: \$ _____

All septic systems require an Engineer approved set of plans attached to the application.

APPLICANT SIGNATURE : _____ DATE: _____

CODE ENFORCER SIGNATURE : _____ DATE: _____

APPROVED _____ DENIED _____

COMPLETE FOR MOBILE HOMES ONLY

PERMIT # _____

Location of Mobile Home Park : _____

Make: _____ Model: _____ Year: _____

Serial Number : _____ Length: _____ Width: _____

Manufacturer: _____ Dealer: _____

Number of Bedrooms : _____ Number of Bathrooms : _____

Is there more than one mobile home on your property at this time or will there be more than one mobile home on your property if the permit is issued ? YES: _____ NO: _____

NOTE:

If your mobile home is more than ten (10) years old, of the current date, it will be required to have written documentation from an individual or agency such as a Professional Engineer stating that the home is free of heating and electrical system hazards and structurally sound.

A floor plan of the mobile home is required when filing for a permit along with a plot plan of the property unless you are in a mobile home park.

When a parcel has two or more mobile homes on the same property it is considered to be a Mobile Home Park by the Town of Broadalbin and is therefore subject to certain rules.

Applicant Signature: _____

Date: _____

Please show how your project will comply with the setback requirements detailed below with a sample drawing. Show the building lot, well, septic system, existing buildings and proposed improvements below.

The Town of Broadalbin requires the following on all new projects:

New building structures on a lot that is (1) acre or larger and has a width of 50 feet or greater may not be constructed any closer than 20 feet from an adjoining property line or 50 feet of the right of way from any public highway or street.

Applicant Signature : _____

Date : _____

REQUIRED DOCUMENTATION

Current Deed for all new construction

Sufficient plans, drawing, and specifications, including manufacturers installation instructions for such items as wood stoves and central heating units, to determine that the work performed will comply with the State Code and Local Laws.

All plans must be stamped with the seal of an Architect or Professional Engineer.

Certificates of Insurance from Contractors

1. Liability standard form
2. Workers Compensation: state requires C-105.2
3. Disability: State requires DB-120.1
4. If you are not required to carry compensations and disability insurance because you have no employees and have no subcontractors you may fill out a C105.2 instead.
5. Homeowners doing the work themselves need to fill out a BP-1 and C105.21

Please list the Contractors and their phone numbers doing work on this project:

This office will gladly assist you in identifying and complying with the requirements of other agencies that may be involved with your building project. However, the final responsibility remains with the property owner.

Adirondack Park Agency	518-891-4050
NYS Dept. of Environmental Conservation	518-623-3671
NYS Dept. of Health	315-866-6879
NYS Dept. of Labor	315-793-2316
National Grid	800-932-0301
Hudson River Regulating District	518-661-5535

Applicant Signature: _____

Date: _____

PERMIT FEE SCHEDULE

Total cost of your project or other activity to be undertaken applies to all values below:

Site Built, Modular Homes, Single Wide Manufactured Homes, Double Wide Manufactured Homes and other construction not listed below are based upon square footage of the item being built:

	FEE	FEE IF CONTRUCTION COMMENCES BEFORE ISSUANCE OF PERMIT
Heated Space	\$.20 cents per square foot	\$.60 cents per square foot
Non-heated	\$.10 cents per square foot	\$.30 cents per square foot
Minimum Fee	\$50.00	\$150.00
OTHER:		
Swimming pool	\$50.00	\$150.00
Septic System	\$50.00	\$150.00
Heating Device	\$25.00	\$75.00
Permit Renewal Fee	\$50.00	\$150.00
Change in Occupancy	\$50.00	\$150.00
Demolition Fee	\$50.00	\$150.00
Shingle Replacement	\$0.00	\$0.00
Siding Replacement	\$0.00	\$0.00

Storage Building less than 100 sq. Ft, no fee or permit required

Your Total Permit Fee: \$ _____

Applicant Signature _____ Date _____