

Permit Application: Building, Demolition, Septic, Other

Work covered by this application shall not commence before the issuance of a building permit. Upon approval of this application, a building permit will be issued to the applicant and owner as stated. Such permit shall be posted and available for public inspection throughout the progress of the work. The Code Officer shall be notified seventy-two (72) hours in advance to make the necessary inspections of progress.

Zoning: Approved Disapproved; ZEO Initials: _____ Date: _____ Application No.: _____
 Codes: Approved Disapproved; CEO Initials: _____ Date: _____ Permit No.: _____

S.B.L. No.: _____

Owner: _____ Phone: (_____) _____

Applicant: _____ Phone: (_____) _____

Mailing Address: _____

Site Location: _____

Project Type: _____

Instructions:

- A. Please type or print in ink all answers and submit to the Code Enforcement Official.
- B. Include a diagram showing location of any existing buildings and the proposed new building(s). Indicate all setback dimensions from property lines and highways or streets.
- C. Plan describing the nature of work to be performed in detail including: structural, mechanical, electrical and plumbing, septic.
 - a. Buildings under 1,500 sq.ft. or \$20,000 cost use page 3 or attach a separate sheet (8 ½ x 11”).
 - b. Buildings over 1,500 sq.ft. or \$20,000 cost signed engineered plans must be submitted.
 - c. A New York State Licensed Engineer or Architect must design all Septic Systems.
 - d. An original stamped and signed copy of the septic system design must be submitted.
- D. Proof of Workers' Compensation Insurance, Disability Benefits Insurance, and General Liability Insurance as outlined in the table below:

	Exempt Forms			Have Coverage
		NY or Non-NY Company without Employees	Non-NY or Foreign Company Coverage Not Required	
See Appendix WC/DB for more information	Home Owner			Any one listed form
Workers' Compensation	BP-1	WC/DB-100	WC/DB-101	C-105.2; U-26.3; SI-12; GSI-105.2
Disability Benefits				DB-120.1; DB-820/829; DB-155
General Liability	ACORD Form from Insurance Company/Agent			

**** Note: If you have Workers' Compensation and/or Disability Benefits Insurance coverage your insurance carrier will provide the proof of insurance on the appropriate form.**

- E. Copy of Home Owner's Insurance certificate.
- F. If applicable, well driller's log, percolation and water potability test result.
- G. If an area of one acre or more will be disturbed during construction, then a General Permit for Storm Water Discharge may be necessary. See Code Office for further information.

SKETCH

Affidavit of Exemption to Show Specific Proof of Worker's Compensation Insurance Coverage for a 1, 2, 3 or 4 Family, Owner-occupied Residence

Under the penalty of perjury,

I certify that I am the owner of the 1, 2, 3 or 4 family, **owner-occupied** residence (including condominiums) listed on the building permit that I am applying for, and I am not required to show specific proof of workers' compensation insurance coverage for such residence because (please check the appropriate box):

- I am performing all the work for which the building permit was issued.
- I am not hiring, paying or compensating in any way, the individual(s) that is (are) performing all the work for which the building permit was issued or helping me perform such work.
- I have a homeowners insurance policy that is currently in effect and covers the property listed on the attached building permit **AND** am hiring or paying individuals a total of less than 40 hours per week (aggregate hours for all paid individuals on the job site) for which the building permit was issued.

I also agreed to either:

- Acquire appropriate workers' compensation coverage and provide appropriate proof of that coverage on forms approved by the Chair of the NYS Workers' Compensation Board to the government entity issuing the building permit if I need to hire or pay individuals a total of 40 hours or more per week (aggregate hours for all paid individuals on the job site) for work indicated on the building permit; **OR**
- Have the general contractor, performing the work on the 1, 2, 3 or 4 family, **owner-occupied** residence (including condominiums) listed on the building permit that I am applying for, provide appropriate proof of workers' compensation coverage or proof of exemption from that coverage on forms approved by the Chair of the NYS Workers' Compensation Board to the government entity issuing the building permit if the project takes a total of 40 hours or more per week (aggregate hours for all paid individuals on the job site) for work indicated on the building permit.

(Signature of Homeowner)

(Date Signed)

(Homeowner's Name Printed)

(Home Telephone Number)

Property address that requires the building permit:

Sworn to before me this _____ day of _____ _____ _____ (County Clerk or Notary Public)

Town of Minden – Building Permit Fees

Effective –9/18/2008

Permit Fee

New Home Construction	\$.15 per square foot
Addition to Home	\$.15 per square foot
Manufactured Housing	\$.15 per square foot
New Garage	\$.15 per square foot

Remodeling or Renovations, I.E. Conversions of
Non-Habitable to Habitable Space (Garage to Living Space) \$25.00

Structural Changes to a Building, Foundation, Door or Window \$25.00

Tool Sheds or Storage Buildings (over 150 Square feet) \$.15 per square foot
over 150 sq ft

**Note: All Storage Buildings regardless of size, building material, permanent
or portable must adhere to: Zoning ~ Side and Rear Line Set Backs**

In Ground Swimming Pools ~ Require a Fence & Alarm \$75.00

Spas & Hot Tubs ~ Require a Safety cover or Fence \$10.00

Above Ground Pool 48” & up with Rigid metal Sides \$10.00

~ No Fence required, an Alarm is required

On Ground Swimming Pools 24” & Up require a Fence & Alarm \$10.00

Re-roof ~ Rafters on up \$50.00

Siding involving material alterations of the Structure \$25.00

Patios & Decks \$25.00

Chimneys \$50.00

Heating/furnaces, ventilation, Central Air Conditioning \$50.00

(Solid fuel burning devices ~ fireplaces, fireplace inserts, wood & pellet stoves/boilers, etc...)

Septic Systems (new or replaced) \$50.00

In compliance with State Department of Health Regulations

Demolition (any) \$25.00

Miscellaneous Permits \$25.00

Agriculture Buildings No Fee

(Qualifying by Ag land Status on Assessment Roll)

Certificate of Occupancy \$10.00

Certificate of Compliance \$ 5.00

All building permit fees are subject to change as required by Town Board