

## INSTRUCTIONS FOR A BUILDING PERMIT

- A. Fill out an application for a Building Permit.
- B. Have two copies of a plot plan, showing dimensions of the lot, the actual size and the location on the lot of the building to be erected, the location of the septic tank and drain field and the location of the well.
- C. One set of plans showing footing and foundations, walls, joists, windows, doors, etc. Must be submitted in a form adequate to ensure compliance with the State Building Construction Code. Plans must bear the stamp of a New York State Architect or Engineer when the floor plan is over 1,500 square feet, or if the construction exceeds \$10,000.00.
- D. A perc test to be taken before a permit is issued.
- E. If the construction is in the flood plain area, a special Building Permit must be issued by the Building Inspector before a Town Building Permit can be issued.
- F. A special water well report must be filled out and returned to the Building Inspector shortly after the well is drilled.
- G. A Certificate of Insurance must be supplied by the contractor before the permit is issued.
- H. Fees:
- |  |                   |
|--|-------------------|
| Floor plans up to 2,000 square feet (residential) base fee                                 | \$ 400.00 + \$.20 |
| additional fee of \$.20 per square foot over 2,000 sq. ft.                                 |                   |
| Each 100 square feet over 2,000 square feet  | \$ 20.00          |
| Buildings for agricultural pursuits  | \$ 100.00         |
| Additions & Accessory Use building permit base fee   | \$ 100.00 + \$.20 |
| additional fee of \$.20 per square foot  |                   |
| Swimming Pools   | \$ 100.00         |
| Improvements that don't have quantifiable floor areas,<br>including decks & septic systems | \$ 100.00         |
| Telecommunication Tower  | \$2,000.00        |
| Flood Plain  | \$ 100.00         |
| Commercial Buildings base fee  | \$ 250.00 + \$.25 |
| additional fee of \$.25 per square foot  |                   |
| Demolition   | \$ 50.00          |
| Signs  | \$ 50.00          |
| Timber Harvest   | \$ 50.00          |
| Mobile Home - per foot   | \$ .20            |
| Certificate of Occupancy inspection  | \$ 75.00          |

**All Permits valid for 1 year with the exception of swimming pools.  
Swimming Pool permits are valid for 6 months.**

Building Inspector Gil Albert

ALL MEETINGS BY APPOINTMENT ONLY, PLEASE CALL TO SCHEDULE

Telephone: Office (518) 695-3644 ext. 313

Cell phone: (518) 369-4595

Inspection Days: Monday – Friday. All meetings are by appointment only.

### Inspections

Footing forms before pouring, foundations before back fill, framing and plumbing together, insulations. Final inspection when all major systems are completed. The electrical system must have a complete inspection by a certified electrician and a certificate to the Building Inspector. Septic system – all boxes and pipe lines must be inspected before covered.

**Town of Saratoga Building Department**  
**12 Spring St., Schuylerville, NY, Phone # 518-369-4595**  
**Application for Building and Zoning Permit**

Lot Identification No. \_\_\_\_\_ Permit No. \_\_\_\_\_

Date filed \_\_\_\_\_ Received by \_\_\_\_\_

The undersigned hereby makes application for a Building and Zoning Permit for the purpose and on the site described herein, and agrees that such purposes shall be undertaken in accordance with all the applicable laws, ordinances and requirements of the **Town of Saratoga, the County of Saratoga, and the State of New York.**

Name (Please Print)	Signature	Date
Address	Telephone number	
Address		

**Description of purposes: (Circle One)**

To: Use, erect, repair, alter, extend, remove, demolish, occupy, maintain the legal non-conforming use of a structure on land located at:

\_\_\_\_\_

at a cost of \$ \_\_\_\_\_ for the following purpose(s):

\_\_\_\_\_

\_\_\_\_\_

Are there any deed restrictions, easements, or covenants which affect the proposed request and use that you are applying for?     No     Yes (explain and provide a copy of your deed)

Size of property in acres or square feet \_\_\_\_\_

Set back from front line \_\_\_\_\_

Set back from right side yard \_\_\_\_\_

Set back from left side yard \_\_\_\_\_

Set back rear line \_\_\_\_\_

District Classification \_\_\_\_\_

Floor area in square feet \_\_\_\_\_

Type of construction \_\_\_\_\_

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

~~CITY~~  
~~CITY~~ of Saratoga  
Town  
~~Village~~

Local Law No. 1 of the year 19 92.

A local law concerning the establishment of the right to farm law in the  
(Insert Title) Town of Saratoga

Be it enacted by the Town Board of the  
(Name of Legislative Body)

~~County~~  
~~City~~ of Saratoga as follows:  
Town  
~~Village~~

SECTION 1. Legislative Intent and Purpose

The Town Board of the Town of Saratoga, finds that farming is an essential activity within the Town of Saratoga.

Farming, as defined herein, reinforces the special quality of life enjoyed by citizens, provides the visual benefit of open space and generates economic benefits and social well-being within the community. Therefore, the Town of Saratoga emphasizes to newcomers that this Town encourages its agriculture and requests newcomers to be understanding of the necessary day-to-day operations.

It is the general purpose and intent of this Local Law to maintain and preserve the rural tradition and character of the Town of Saratoga, to permit the continuation of agricultural practices, to protect the existence and operation of farms, and to encourage the initiation and expansion of farms and agricultural businesses.

For the purpose of reducing future conflicts between farmers and non-farmers, it is necessary for notice to be given to future neighbors about the nature of agricultural practices.

(If additional space is needed, attach pages the same size as this sheet, and number each.)

## SECTION 2. Definitions

a: "Farm" - includes livestock, dairy, poultry, furbearing animal, aquaculture, fruit, vegetable and field crop farms, plantations, orchards, nurseries, greenhouses, or other similar operations used primarily for the raising of agricultural or horticultural commodities.

b: "Agricultural Practices" - includes all activities on a farm, necessary to the operation of a farm.

## SECTION 3. The Right To Undertake Agriculture Practices

Farmers, as well as those employed, retained, or otherwise authorized to act on behalf of farmers, may engage in farming practices within the Town of Saratoga at any and all such times and all such locations as are reasonably necessary to conduct the business of farming, as long as such farming practices do not violate any existing Federal, State or local laws. For any activity or operation, in determining the reasonableness of the time, place and methodology of such operation, due weight and consideration shall be given to both traditional customs and procedures in the farming industry as well as to advances resulting from increased knowledge and improved technologies.

## SECTION 4. Notice to Prospective Neighbors

The following notice shall be included in building permits and on plats of subdivisions submitted for approval pursuant to Town Law section 276 or Village Law 7-728.

"This property may border a farm, as defined in Town Law No. 2 of the year 1992. Residents should be aware that farmers have the right to undertake farm practices which may generate dust, odor, smoke, noise, and vibration."

## SECTION 5. Severability Clause

If any part of this Local Law is for any reason held to be unconstitutional or invalid, such decision shall not affect the remainder of this Local Law.

## SECTION 6. Effective Date

This Local Law shall be effective immediately upon filing.