

Application for Zoning Verification and Building/Zoning Permit
RESIDENTIAL

TOWN OF COLONIE
Public Operations Center
347 Old Niskayuna Road
Latham, NY 12110-2286

Building Department
518-783-2706
Fax 518-783-2772

Permit No. _____

INSTRUCTIONS

Any proposal which requires a Town of Colonie Building and Zoning Permit must first be reviewed by the zoning enforcement officer of the Town of Colonie to determine whether the proposal violates any zoning provision(s) of the Town of Colonie Land Use Law. The zoning enforcement officer's determination is based upon the information submitted on this form and such determination is subject to review and change if the project is modified at a subsequent date. The zoning enforcement officer reserves the right to request further information if deemed necessary. Disapproval of the application by the zoning enforcement officer means the project, as designed, cannot proceed for the reasons provided. If you disagree with the zoning enforcement officer's determination, you may appeal said determination to the Town of Colonie Zoning Board of Appeals. A new Application for Zoning Verification may be required if applicable zoning laws change before the proposed action is completed.

SITE PLAN REQUIRED

If the proposed action includes a garage, pool, shed, addition, other accessory structure or a new building, a site plan must be submitted with this application. Site plan requirements are as follows: Depending on the type of construction, a hand-drawn plan may be done by the applicant. The plan must depict the existing structure(s), if any, the proposed structure, the lot layout, and all new and existing building setbacks.

APPLICATION IS HEREBY MADE to the Building Department for the issuance of a Building/Zoning Permit pursuant to the N.Y.S. Uniform Fire Prevention & Building Code for the construction of buildings, additions or alterations, or for removal or demolition, as herein described. The signee and/or owner agrees to comply with all applicable laws, ordinances, and regulations, as well as any conditions expressed on this application, and will allow all inspectors to enter the premises for required inspections.

THIS FORM WILL BE ON FILE IN THE BUILDING DEPARTMENT FOR 1 YEAR.

Address of Site: _____

City State Zip

Property Owner's Name: _____
(Applicant)

Address: _____

City State Zip

Phone W H/Cell

Property Owner's Email: _____

Contractor's Business Name: _____
(insurance must match business name)

Address: _____

City State Zip

Phone W Cell

ESTIMATED COST \$ Flr. Area

PERMIT FEE \$ _____
(This fee is not refundable)

*all permits, co's and cc's will be issued to the property owner

INSURANCE INFORMATION REQUIRED

Owners performing work must submit a CE-200 obtained from www.businessexpress.ny.gov

By signing this application, the owner/contractor doing work acknowledges their responsibility for verification of all required subcontractor insurance.

Contractors must prove compliance with Section 57 of the Worker's Compensation Law by producing one of the following:

☐ C-105.2 ☐ U-26.3 ☐ SI-12 ☐ CE-200

Contractor's General Liability

Insured's Name _____
(must match business name)

NOTE: IF OWNER IS NOT THE SIGNEE, THE SIGNEE SWEARS THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER AND THAT THE SIGNEE IS AUTHORIZED TO MAKE SUCH APPLICATION.

ADVISORY NOTE: THERE ARE SEVERAL PARCELS OF LAND IN THE TOWN OF COLONIE THAT CONTAIN FEDERAL WETLANDS. BEFORE EXCAVATING, WE ADVISE CONTACTING THE ARMY CORP. OF ENGINEERS AT (518) 270-0588.

YOU MUST CALL FOR REQUIRED INSPECTIONS. SEE PERMIT CARD FOR INSPECTIONS NEEDED

INSURANCE INFORMATION REQUIRED

FOR OFFICIAL USE ONLY

The application of _____ Dated _____, 20____
Is hereby approved (disapproved) and permission granted (refused) for the construction, reconstruction, or alteration of a building and/or accessory structure as set forth on this application.

Reason for approval (refusal) of permit: _____

Proposed use: _____

Variance Granted # _____

Dated: _____, 20____

a) Describe Present Use of Property: ☐ One Family ☐ Two Family ☐ Vacant Land ☐ Other (specify)

b) Is the proposed action a: ☐ New Building ☐ Addition ☐ Renovation

☐ Accessory Structure ☐ Garage ☐ Shed ☐ Deck ☐ Pool ☐ Other

☐ Home Occupation: _____

☐ Accessory Dwelling Unit

Describe the proposed use or construction in detail: _____

c) Gross Floor Area: Existing: _____ square feet
Proposed: _____ square feet
Total: _____ square feet

d) Parcel is located in a _____ zoning district. (If unknown, verify with Building Department.)

Size of lot: _____ acre _____ sq. ft.

Is this a corner lot? Yes ☐ No ☐ If yes, corner lot: feet _____ Through lot? Yes ☐ No ☐

Does the parcel front upon a developed public street? Yes ☐ No ☐ If yes, length of frontage on street: feet _____

<u>Building Setbacks:</u>	<u>Existing</u>	<u>Proposed</u>	APPROVAL / DISAPPROVAL
Front Yard Depth:	feet _____	feet _____	APPROVAL IS VALID FOR 1 YEAR
Left Side Yard:	feet _____	feet _____	
Right Side Yard:	feet _____	feet _____	
Rear/Front Yard Depth:	feet _____	feet _____	
Existing Building Height (at peak):	feet _____	stories _____	
Proposed Height (at peak):	feet _____	stories _____	

SIGNATURE: _____

PRINT NAME: _____ DATED: _____

TITLE IN COMPANY: _____

If DISAPPROVED, an appeal must be taken within sixty days after the filing in the Town Clerk's office of any order, requirement, decision, interpretation or determination, from which the appeal is taken.

I, _____, Zoning Officer of the Town of Colonie do hereby find that the proposed action as described above, and in any attachments hereto, ☐ IS IN ACCORDANCE ☐ IS NOT IN ACCORDANCE with Chapter 190 of the Colonie Land Use Law that are effective as of this date.

Dated: _____

SIGNATURE OF ZONING OFFICER

Are there easements on the property	Yes ☐ No ☐	Is existing use nonconforming	Yes ☐ No ☐
Parcel in/near a floodplain	Yes ☐ No ☐	Variance granted on property	Yes ☐ No ☐
Parcel in/near a wetland	Yes ☐ No ☐	Subdivision of record on file	Yes ☐ No ☐
On/near a protected watercourse	Yes ☐ No ☐	Does the Grandfather Provision apply	Yes ☐ No ☐
Copy of assessor's card(s) attached	Yes ☐ No ☐	If yes, Pre-1987 ☐ 1987 to 2006 ☐	
Copy of County tax map attached	Yes ☐ No ☐	Existing Violation or outstanding permit	Yes ☐ No ☐
S. B. L #			

YES ☐ NO ☐ VIOLATION – CHAPTER 190-8 - CONSTRUCTION STARTED WITHOUT ZONING/BUILDING PERMIT

You may now file for a:

- ☐ Building permit application
 ☐ Special Use Permit (Planning & Economic Development)
- ☐ Application for a Zoning Variance or Interpretation
 ☐ Application to Town Board for Open Development Area