

TOWN OF MARATHON
BUILDING PERMIT APPLICATION

40 WEST MAIN ST, PO BOX 615
MARATHON, NY 13803
CORTLAND COUNTY



CODE OFFICER
BILL STELL
856-689-3573
DAD.Stell@gmail.com

This section for Official Use Only:

DATE REC'D _____ REC'D BY _____
FEE \$ _____ RECEIPT # _____ PERMIT # _____

Reviewed: _____ Approved: _____ Signature: _____
Conditions: _____

APPLICATION FOR BUILDING PERMIT

1. Project Location and Information

Number and Street Address: _____
Tax Map Number: _____

2. Owner/Applicant Identification

Owner

Applicant

Name _____	Name _____
Address _____	Address _____
City, State, Zip _____	City, State, Zip _____
Phone (_____) _____	Phone (_____) _____

3. Type of Construction or Improvement

New Building - Proposed use is _____
Conversion - Current use is _____ Proposed use is _____
Addition _____ Alteration _____ Repair/Replacement _____
Relocation _____ Demolition _____ Misc. Structure/Heating Unit _____

4. Description of Project _____

5. Estimated Project Cost

Contractor's estimate for the work to be performed: _____
If the work is to be performed by homeowner: _____

PROJECT LOCATION AND DETAILS

All applications must have plans or a sketch, and must include the following:

1. Location of the proposed structure or addition, showing the number of stories and all exterior dimensions.
2. The distance of the proposal from all lot lines.
3. The distance of the proposal from any other structure.
4. The depth of the proposed foundation or footers.
5. **Addition** will be used as: Family Room___ Living Room___
Kitchen___ Den___ Bedroom___ Bath___
Other: _____
6. Basement: Full___ Partial___ Crawl___ Pier___ Slab___
7. Garage: Attached___ Detached___
8. Utilities: Electric___ Gas___ Other_____
9. Deck/Porch: Floor Height from ground_____
Open___ Covered___ Enclosed___ Screened___

DESIGNERS AND CONTRACTORS

1. Architect/Engineer: Name: _____
Address: _____
Phone No. _____
2. General Contractor: Name: _____
Address: _____
Phone No. _____
3. Electrical Contractor: Name: _____
Address: _____
Phone No. _____
4. Plumbing Contractor: Name: _____
Address: _____
Phone No. _____

INSTRUCTIONS

1. Work conducted pursuant to a building permit must be visually inspected by the Town of Marathon Code Enforcement Office and must conform to the New York State Uniform Fire Prevention and Building Code, the Ordinances of the Town of Marathon, and all other applicable codes, rules or regulations.

2. It is the owner's responsibility to contact the Code Enforcement Office at 856-689-3573 at least 48 hours before the owner wishes to have an inspection conducted. More than one inspection may be necessary. This is especially true for "internal work" which will eventually be covered from visual inspection by additional work. (i.e. electrical and plumbing work that will later be covered by a wall.)

DO NOT PROCEED TO THE NEXT STEP OF CONSTRUCTION IF SUCH "INTERNAL WORK" HAS NOT BEEN INSPECTED. Otherwise, work may need to be removed at the owner's or contractor's expense to conduct interior inspection.

3. OWNER HEREBY AGREES TO ALLOW THE CODE ENFORCEMENT OFFICE TO INSPECT THE SUFFICIENCY OF THE WORK BEING DONE PURSUANT TO THIS PERMIT, PROVIDED HOWEVER, THAT SUCH INSPECTION(S) IS (ARE) LIMITED TO THE WORK BEING CONDUCTED PURSUANT TO THIS PERMIT AND ANY OTHER NON WORK-RELATED VIOLATIONS WHICH ARE READILY DISCERNIBLE FROM SUCH INSPECTION(S).

4. New York law requires contractors to maintain Worker's compensation and Disability Insurance for their employees. No permit will be issued unless currently valid Worker's compensation and Disability Insurance certificates are attached to this application or are on file in the Code Office.

5. If a Certificate of Occupancy is required, the structure shall not be occupied until said certificate has been applied for and issued.

6. Work undertaken pursuant to this permit is conditioned upon and subject to any state and federal regulations relating to asbestos material.

7. The Building Permit Card must be displayed so as to be visible from the street nearest to the site of the work being conducted.

8. The work covered by this application may not be commenced before the issuance of a Building Permit.

9. Plans and specifications must have the seal and signature of a NYS licensed architect or professional engineer, **except for strictly agricultural buildings, residential buildings of under 1500 gross square feet, or alterations costing less than twenty thousand dollars.**

10. All fees will be paid to Town Clerk

11. **Your signature to this document indicates knowledge of other Agency's possible authority related to this project; such as the New York State Dept. of Labor, New York State Dept. of Environmental Conservation, or other state or federal agencies. These Agencies regulate asbestos removal and containment, and other environmental issues. If you have any questions related to environmental issues please contact the Dept. of Labor at 607-721-8110, or the Dept. of Environmental Conservation at 1-800-388-8223.**

I, _____ (please print), the above named applicant, hereby attest that I am the lawful owner of the property described within or am the lawful agent of said owner and affirm under penalty of perjury that all statements made by me on this application are true.

(Signature) _____ Date _____

TOWN OF MARATHON, NY



CERTIFICATE OF OCCUPANCY

In accordance with the regulations of the Town of Marathon, this certificate authorizes occupancy and use of the facility identified with the Building Permit below.

Building Permit Number: _____ Use: _____

Building Address: _____

Tax Map No. - _____ Block _____ Lot _____

Building Owner's Address: _____

This Certificate of Occupancy is issued for the above building to be occupied in accordance with the provisions of the building permit and as specified herein:

Bill Stell
Town of Marathon Code Enforcement

Date:

**TOWN OF MARATHON
BUILDING AND FIRE PREVENTATION CODE FEE SCHEDULE**

RESIDENTIAL

One and Two Family Dwellings

- Single wide mobile home.....\$100.00
- Double wide/Modular.....\$150.00
- Up to 1,500 Square feet.....\$200.00
- For every 250 Square feet over 1,500.....\$25.00

Repairs, Alterations, Additions, Garages, Storage Buildings (Over 144 sq. ft.)

(No Plumbing or Insulation) - \$.10 per sq. ft. (\$50. min./ \$150 max.)

(With Plumbing or Insulation) - \$.15 per sq. ft. (\$75. min./ \$250. max.)

Decks, Ramps, Walkways - \$25.

Demolition.....\$25.00

Swimming Pools.....\$25.00

COMMERCIAL- ASSEMBLY, INDUSTRIAL, MULTI-FAMILY, STORAGE BUILDINGS, STORAGE TANKS

(Includes new and additions, alterations and repairs.)

\$.35 per sq. ft. (first 1000 sq. ft.), plus \$.10 per sq. ft. (over 1000 sq. ft.)
Minimum \$100.

HEATING EQUIPMENT-(Combustible Fuel)-Replacement or new in existing building

Up to 185,000 BTU.....\$50.

Over 185,000 BTU.....\$100. (May require independent inspection)

SOLAR

Minor Solar Collection System - 25 KW or Less \$100.00

Major Solar Collection System - Special Permit Required -
Refer to Solar Energy System Local Law #2 (2019)

PERMIT ISSUED FOR WORK STARTED W/O PERMIT.....DOUBLE FEE

Temporary Cert. Of Occupancy Fee.....1st instance is no charge

2nd and subsequent temp. certificates are
50% of original Building-Permit Fee.

Permit Renewal Fee....50% of original fee