

Town of Berne

Building and Zoning

P.O. Box 57
Berne, NY 12023
(518) 872-1448
Fax (518) 872-9303



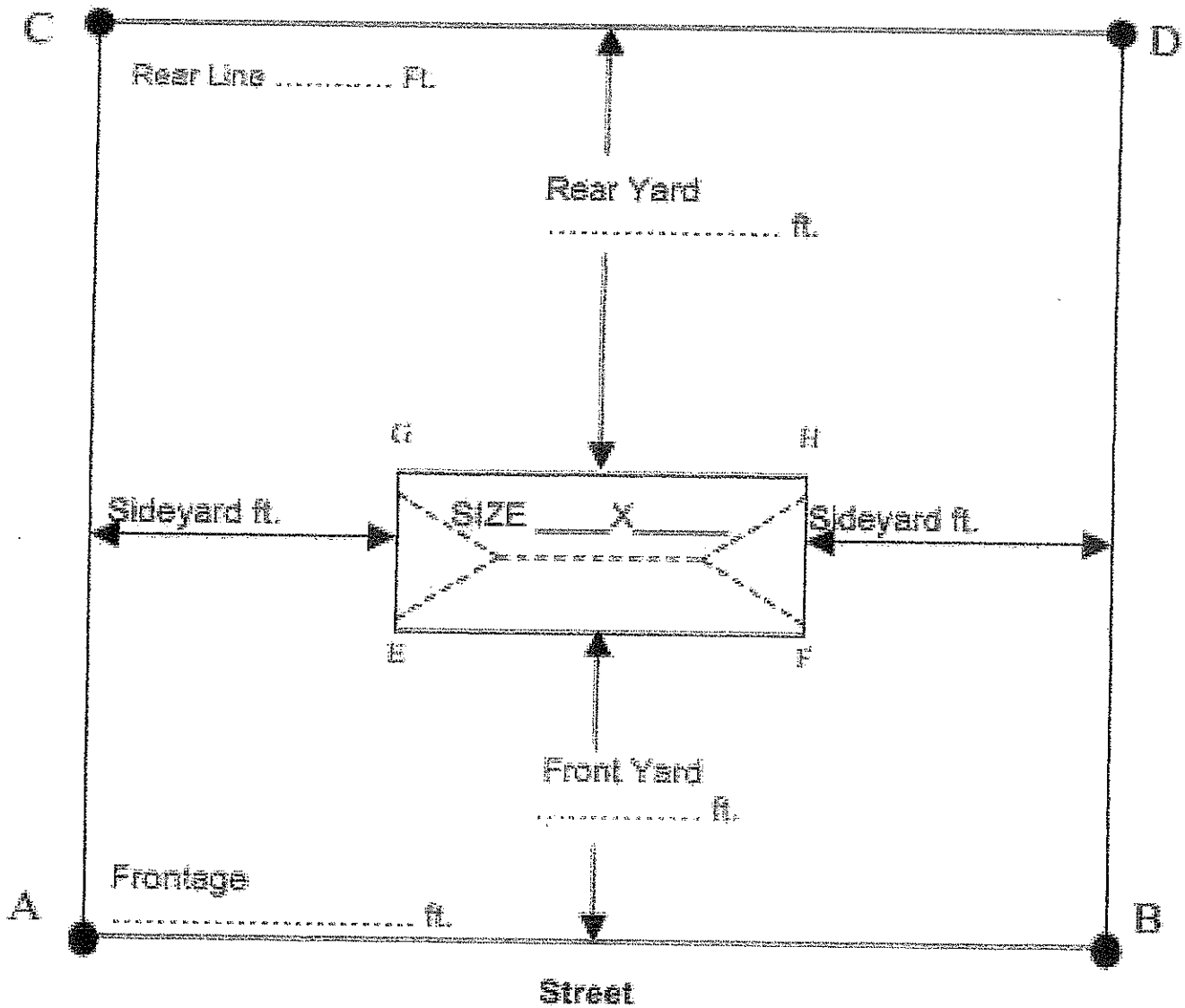
Application for Building and Zoning Permit

Parcel ID:	
Property Address	
Property Owner Name	
Property Owner Address	
Property Owner Telephone	
Property Owner Email	
If Different from Owner:	
Applicant Name	
Applicant Address	
Applicant Telephone	
Applicant Email	
Cost of Construction	
Contractor Name	
Contractor Address	
Contractor Telephone	
Contractor Email	
Type of Construction	☐ New Construction ☐ Alteration ☐ Repair ☐ Demolition ☐ Accessory Building ☐ Other / Describe: _____
Description of Construction	☐ New Construction ☐ Addition ☐ Rehab to original structure ☐ Deck ☐ Porch ☐ Awning ☐ Septic System ☐ Attached Garage ☐ Shed ☐ Generator ☐ Wood Stove ☐ Swimming Pool ☐ Hot Tub/Spa ☐ Other _____
Do you have	☐ Septic ☐ Sewer ☐ Well
Framing Type	☐ Wood ☐ Metal ☐ Masonry ☐ Other
Zoning	☐ RAF ☐ MDR ☐ NC ☐ GC ☐ IND ☐ H ☐ TN/MU1 ☐ TN/MU2
Classification	☐ Residential ☐ Commercial ☐ Multiple Dwellings ☐ Mixed ☐ Accessory Structure

Setbacks	_____	Ft. - Front Yard Depth	_____	Ft Drywell / Leach Field
	_____	Ft. - Left Side Yard Width	_____	Ft Well to Leach Field
	_____	Ft. - Right Side Yard Width		
	_____	Ft. - Rear Yard Depth		
	_____	Ft. - Septic Tank / Distribution Box		

Plot the following information on the diagram below:

1. all buildings (existing and proposed)
2. indicate all set back dimensions from the property lines
3. show easements (example: roadways, utilities, etc.)
4. show elevations, grading, swales, culverts or drain pipes on or within 30 feet of the property line.



Is this property part of a legal subdivision since 1974?	Yes	No
Is this a historic building?	Yes	No
Is this building near a New York State wetland?	Yes	No
Is this building in a flood zone?	Yes	No
Have all boundaries been measured accurately?	Yes	No
Will cost of this construction be \$20,000 or greater?	Yes	No
Has all well data been submitted?	Yes	No

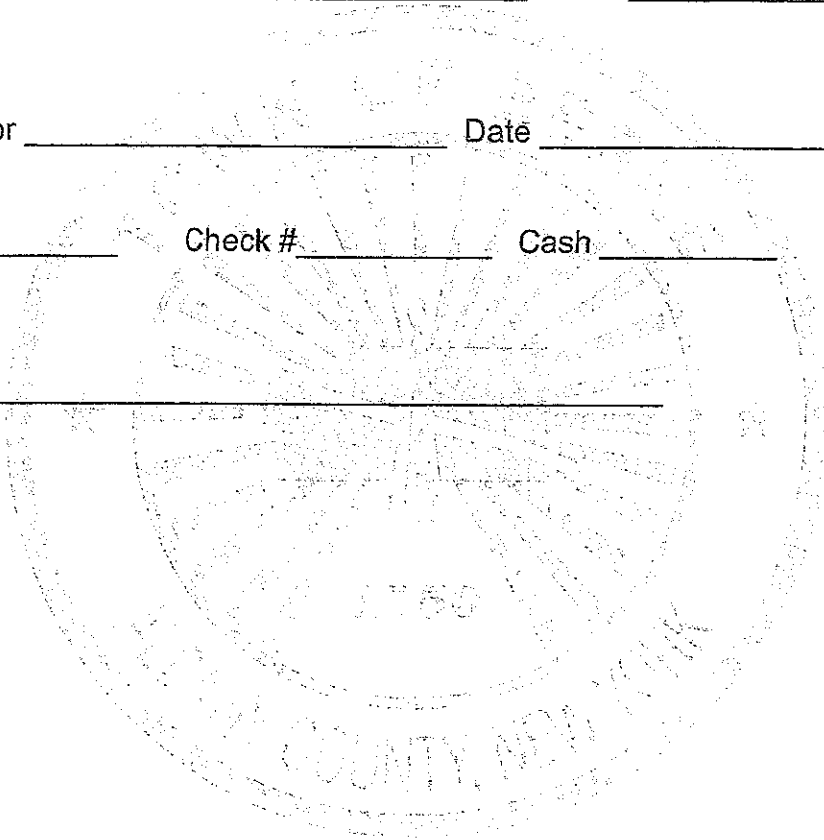
Please include proof of General Liability Insurance with the Town of Berne as a rider, and proof of Workers Compensation Insurance/Exemption.

Applicant's Signature _____ Date _____

Building Administrator _____ Date _____

Permit Fee \$ _____ Check # _____ Cash _____

Received by _____



IMPORTANT NOTICES: READ BEFORE SIGNING

1. Work conducted pursuant to a building permit must be visually inspected by the Building Department and must conform to the New York State Uniform Fire Prevention and Building Code; the Town of Beme's Zoning Law, Local Laws and Ordinances and all other applicable codes, rules and regulations.
2. It is the owner's responsibility to contact the Building Department at (518) 872-1448 Ext 104 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 a Visual inspection by addition work (i.e. electrical work later to 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 the interior inspections. Close coordination with the Building Department will greatly reduce this possibility.
3. **OWNER HEREBY AGREES TO ALLOW THE BUILDING DEPARTMENT 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 State 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. If the contractor believes he/she is exempt from the requirements to provide Worker's Compensation and/ or Disability Benefits, the contractor must provide WC/DB-100 Form. Note ACCORD Forms are not acceptable proof of WC insurance.
5. It is the property owner's responsibility to provide a completed plot plan that includes property lines, road ways, right-of-ways, waterways, floodplains, floodways, wetlands or any other pertinent information that would affect the issuance of building permit.

6. The work covered by this application may not be started before the issuance of a Permit, Site Plan approval or variance depending on the circumstances of the project. A site inspection is required for new buildings prior to the issuance of a building permit.
7. Work undertaken pursuant to this permit is conditioned upon and subject to any local, state and federal regulations.
8. This permit does not include any privilege of encroachment in, over, under, or upon any Town, County, State Road or right-of-way.
9. This application must be accompanied by two copies of complete plans, specifications, and all information required by State and Local municipal Codes. Upon completion of this application, the Building Department will issue a Building Permit to the applicant together with approved, duplicate set of plans and specifications. Such permit and approved plans and specifications shall be kept on the premises available for inspection throughout the progress of the work. Building operations must be started within (1) year or a permit will be voided.
10. The Building Permit must be displayed so as to be visible from the street nearest to the site where the work is being conducted.
11. 911 Numbers are required to be posted on properties.

I hereby certify that I have read each of the above notices and requirements understand them and consent to each.

Dated: _____

APPLICANT: _____

Parcel Owner: _____
Parcel Address: _____
SBL: _____

NEW SINGLE FAMILY RESIDENCE:

Full or partial basement? _____ sf
Will it be a finished basement? _____ Yes _____ No

Building Style: _____

No. of Stories: _____
Square footage of: 1st floor: _____
2nd floor: _____
1/2 story: _____
3/4 story: _____

No. of kitchens: _____
No of full baths: _____ No. of 1/2 baths: _____
No. of bedrooms: _____

Heat Type: _____
Fuel Type: _____

DECK/PORCH: (Please specify if covered) _____ sf

GARAGE: Attached or detached garage (please circle) _____ sf
One Car _____ Two Car _____ Three Car _____

Will it be finished over garage? _____ Yes _____ No

BARN/POLE BARN/AG BUILDING: _____ sf
Foundation Type: _____

SHED: _____ sf
Foundation Type: _____

OTHER:

BUILDING & ZONING DEPARTMENT PERMIT APPLICATION FEE SCHEDULE

BUILDING WITHOUT A BUILDING PERMIT	DOUBLE THE FEE
RENEWAL OF BUILDING PERMIT	\$15.00
Minimum Building Permit Fee, Residential up to 240 Sq Ft (Unless Otherwise Noted In the Fee Schedule)	\$40.00
Agricultural Building	\$10.00 per 100 SqFt
Properties with agricultural exemption Up to 1000 Sq Ft	\$125.00
Properties with agricultural exemption Over 1000 Sq Ft	\$225.00
New Construction: Homes, Modular Buildings, Manufactured Homes or buildings, mobile homes, Garages, additions, alterations or modifications	\$25.00 per 100 Sq Ft
Commercial / Industrial	
New construction, additions alterations, or Modifications	\$50.00 per 100 Sq
Sheds or Deck's Up to & including 100 Sq Ft	Ft \$45.00
Sheds or Deck's Over 100 Sq Ft Up to 240 Sq Ft	\$75.00
Wood Boiler/Wood Stove/Pellet Stove	\$80.00
Fireplace/Chimney/New/Repair	\$80.00
Outdoor Generator	\$80.00
Pools/Above/ Inground	\$75.00
Roof Replacement	\$150.00
Roof Repair	\$75.00
Sign Permit	\$100.00
Sewer Hookup	\$75.00
Septic (See Septic Permit)	\$150.00
Residential Solar – Roof/Ground	\$80.00
Industrial – Commercial Solar Systems	\$3500.00
Demolition Fee	
Residential	\$225.00
Residential up to 240 Sq Ft	\$100.00
Commercial	\$500.00
Municipal Search	\$50.00

Historic District Review Plan	\$60.00
TN/MU1 / TN/MU2 Review	\$60.00
Special Use Permit	\$160.00
Yearly Renewal	\$75.00
Variance Application	\$160.00
Operating Permit	\$150.00
Yearly Renewal	\$100.00
Yearly Fire/Safety Inspection	\$150.00
Home Occupation	\$100.00
Yearly Renewal	\$50.00
Commercial, transmitting, telecommunications or Tower Modification / Upgrade / Additional Equipment added	\$2,000.00 \$1,500.00
Any Utilization of existing tower / Co-locator added	\$1,500.00
Minor Subdivision	
Application Fee	\$175.00
Recreation Fee for Minor Subdivision	\$100.00 Per Lot
Major Subdivision	
Application – First 5 Lots	\$250.00 Per Lot
Application – Additional Lots	\$175.00 Per Lot
Major Subdivision	
Final Approval	\$275.00
Each Additional Lot	\$100.00
Recreation Fee 5 – 10 Lots	\$500.00
Recreation Fee 10 Plus Lots	\$1000.00
Property Lot Line Adjustment	\$175.00
Flood Plain Development	\$250.00