

Joe Gerardi
Supervisor
Mary Bell
Town Clerk
Leo P. Vann
Highway Supt.
Frank Zappala
Town Attorney



TOWN OF SARANAC

In The Adirondack Mountains

3662 State Route 3 • P.O. Box 147
Saranac, New York 12981
Tel. (518) 293-6666 • Fax (518) 293-7245
www.townofsaranac.com

Philip Rice
Councilman
Robert Blair
Councilman
Michael Tedford
Councilman
Gerald W. Delaney
Councilman

BUILDING PERMIT REQUIREMENTS

Building permits are required for all building structures, including alterations and additions, but not repairs. There will not be a charge for non residential structures, under 140 square feet in size which do not require electrical or plumbing services. As of June 28, 1999 the following fee schedule is now in effect in the Town of Saranac. Please note that these fees are subject to be adjusted or updated as required in the future. Any permits not listed below will be assessed based on anticipated cost of inspections at \$15.00 per hour.

A. Building Permits

1. Residential (including Mobile Homes)-----\$25.00 plus \$5.00 per 100 sq. ft. (outside measurements per story).
2. Other than Residential Building Permit – Same as above except \$2.50 per 100 sq. ft.
3. Commercial Business-----\$75.00 plus \$15.00 per hour for code search On submitted plans, (plan review) Inspection \$15.00/hour.
4. Building Permit Renewal -----\$25.00 after one yr.
5. Demolition Permit-----\$25.00
6. Stove or Chimney Permit-----\$20.00 (includes inspection)
7. Chimney Inspection-----\$20.00
8. Structure Fire Inspection-----\$40.00 plus consultation expenses(if necessary)
9. Commercial Business Inspection – Done every three years starting with 1997, 2000 etc. (place of public assembly-every year) Also, new inspection on change of ownership or change of occupancy. NO CHARGE. However, on change of occupancy classification a new permit will be required and the above fee schedule will be in effect.
10. All fees are to be paid at the time the permit is issued.

B. Applications

1. All applications must be obtained from the Town Code Enforcement Officer. A completed application must be delivered in person to the Code Officer.
2. All projects must meet the minimum building standards of the Uniform Fire Prevention and Building Codes.
3. An inspection is required at each phase of construction as noted on the Bldg. Permit. The applicant must notify the Bldg. Inspector (Code Enforcement Officer.)
4. The owner or applicant shall be responsible for informing the contractor or whomever is charged with performing the actual work, that Building codes and standards are in effect.
5. Upon completion of all projects, the applicant must obtain a Certificate of Occupancy or Compliance.

C. Other Regulatory Agencies

1. The Adirondack Park Agency
PO Box 99
Ray Brook, NY 12977 tele: 891-4050
2. The NYS Dept. of Environmental Conservation
Route 86
Ray Brook, NY 12977 tele: 897-1200
3. The Clinton County Dept. of Health
6 Margaret Street
Plattsburgh, NY 12901 tele: 565-4870

NOTE: The Town of Saranac will provide an (Adirondack Park) JURISDICTIONAL INQUIRY FORM which determines whether your proposed project may affect the land use in your area.

The Town of Saranac Code Enforcement Officer is Jeff Reisdorf.
Office 293-6666 ext. 5.