

VILLAGE OF WALTON
BUILDING / ZONING PERMIT APPLICATION

21 North Street
Walton NY 13856
607-865-4358
Fax 607-865-4327

FAILURE TO OBTAIN A BUILDING PERMIT PRIOR TO STARTING WORK MAY RESULT IN A \$200 FEE

PERMIT APPLICATIONS **MUST** BE ACCOMPANIED WITH THE FOLLOWING:

- 1) SITE PLANS to include the following:
 - A. Location of all buildings on site
 - B. Location of proposed structure
 - C. Location of all utilities, including wells and springs
 - D. Location of water ways and ponds
 - E. Set backs from all boundaries
 - F. Distance from center of road, side and rear set backs
 - G. Location of sewer system

- 2) WORKING DRAWINGS to include the following:
 - A. Footings
 - B. Foundation
 - C. Framing
 - D. Plumbing layout
 - E. Electrical layout
 - F. Heating system

- 3) SINGLE FAMILY residential buildings 1500 square feet or less, not including garages, carports, porches, cellars, or uninhabitable basements or attics do not require plans, drawing and specifications relating to the construction or alteration of buildings or structures to have an engineer or architecture seal. Alterations, costing \$20,000 or less do not require the seal of an engineer or architect, if these alterations do not involve changes affecting the structural safety or public safety of the building or structure.

- 4) Copy of soils report for new construction, contact **DEP** (607)363-7010.
- 5) All electrical work shall be inspected by a certified electrical inspector.
- 6) Manufactured/Mobile and Modular homes shall have a HUD certification plate.
- 7) Application shall be signed; incomplete applications will not be approved.
- 8) Changes during construction shall have prior approval.
- 9) Owner/agent is responsible for notifying the code enforcement officer to schedule inspections.
- 10) Applications will be approved or denied within 20 days of receipt.
- 11) Permits are good for one year. After one year permits shall be renewed or closed out.
- 12) Make checks payable to: **Village of Walton.**
- 13) The general contractor shall provide proof of workers compensation & disability benefits insurance or sign an affidavit of exemption before a building permit can be issued.

**VILLAGE OF WALTON
BUILDING PERMIT FEE SCHEDULE**

New Residential Construction (includes modular)	30¢ per square foot
• <i>(maximum \$2,000)</i>	
Additions	\$155 minimum 30¢ per square foot
New Commercial Construction	\$200.00 + 30¢ per square foot
• <i>(maximum \$4,000)</i>	
Decks	\$75 minimum 25¢ per square foot
Garages and Sheds greater than 144 square feet	15¢ per square foot
Roofs (replacement/recover)	5¢ per square foot
• <i>(minimum \$35 fee)</i>	
Pools	\$40.00 flat rate
Signs	\$25.00 flat rate
Renovations/Alternations	\$35.00 first 500 sq. ft. 5¢ per additional sq. ft.
Demolition	\$40.00 flat rate
Certificate of Occupancy Search	\$35.00 flat rate
Operating Permit	\$25.00 flat rate
Fireplace, Woodstove, Pellet Stove Furnace, Boiler, Chimney, A/C units (not window)	
• <i>New or replacement</i>	\$35.00 flat rate
Generators, Solar	\$50.00
Plumbing	\$35.00
Building Permit Renewal – up to 2 times	50% of original permit fee
• <i>Third renewal requires submittal of new application, construction documents, and payment of fee</i>	

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Office Use

Permit # _____
flood plain _____ fee \$ _____
ck. # _____ cash _____

OWNERS NAME _____ TELE. # _____
MAILING _____ TAX MAP# _____
ADDRESS _____

___ BUILT HOME ___ ACCESSORY ___ WOOD STOVE ___ COMMERCIAL
___ MODULAR ___ CARPORT ___ PELLET STOVE ___ INDUSTRIAL
___ DOUBLEWIDE ___ POLE BUILDING ___ GAS STOVE ___ AGRICULTURAL
___ SINGLEWIDE ___ SWIMMING POOL ___ RENOVATION ___ USE _____
___ GARAGE ___ ADDITION ___ OTHER _____
___ DECK/PORCH ___ DEMOLITION
___ SHED ___ REMOVAL

ROAD FRONTAGE _____ ' ACRES _____ LOCATION OF STRUCTURE FROM: CENTER
OF ROAD _____ ' RIGHT PROP. LINE _____ ' LEFT PROP. LINE _____ ' REAR PROP.
LINE _____ ' _____

STRUCTURE WIDTH _____ ' LENGTH _____ ' HEIGHT _____ ' NO. OF STORIES _____
TOTAL SQUARE FEET _____ ' _____

TYPE OF FOUNDATION: BASEMENT _____ HABITABLE _____
UNINHABITABLE _____ CRAWL SPACE _____ SLAB _____ DEPTH OF FOOTERS _____ ' _____

STRUCTURE MADE OF: WOOD _____ CONCRETE _____ OTHER _____
DIMENSIONS FOR: FLOOR JOIST _____ SPACING _____ DECKING _____
WALL STUDS _____ SPACING _____ SHEETING _____
RAFTERS _____ SPACING _____ LIVE LOAD _____ #psf SHEETING _____

INSULATION: FOUNDATION R _____ FLOOR R _____ WALLS R _____ CEILING R _____

NUMBER OF BEDROOMS _____ NUMBER OF BATHS _____

ELECTRIC _____ NEW _____ REPAIR _____ SIZE OF SERVICE _____
ENTERING BUILDING: OVERHEAD _____ UNDERGROUND _____

CHIMNEY _____ MASONRY _____ DEPTH OF FOOTER _____ ' _____
EXTERIOR FINISH _____ FLUE SIZE _____ METAL _____ DIAMETER _____

TYPE OF APPLIANCE SERVED _____ SPARK ARRESTOR _____
RAIN CAP _____

STOVE OR FIREPLACE: WOOD _____ PELLET _____ GAS _____ BTU _____
MANUFACTURER _____ CLEARANCE FROM WALL _____

FURNACE _____ BOILER _____ MANUFACTURER _____
BTU _____ FUEL TYPE _____ ELECTRIC HEAT _____

SIGN _____ ACCESSORY _____ GENERAL ADVERTISING _____ SIZE _____
SQUARE FEET _____ TOTAL HEIGHT _____

ROOF: SLOPED _____ FLAT _____ MATERIAL _____ % RESURFACED _____
MATERIAL _____ SQUARE FEET _____

NATURE OF PROPOSED WORK (describe completely)

ESTIMATED COST \$ _____

NAME AND ADDRESS OF
GENERAL CONTRACTOR _____

SUBMITTED HERewith ARE DIMENSIONED PLANS SHAPE, SIZE AND LOCATION
OF PROPOSED STRUCTURE ON PROPERTY. THE PERMITTEE IS RESPONSIBLE FOR
OBTAINING ANY OTHER PERMITS AND APPROVALS FROM ANY OTHER AGENCY
THAT MAY BE REQUIRED FOR THIS PROJECT. **OWNER/AGENT IS RESPONSIBLE
FOR NOTIFYING THE CODE ENFORCEMENT OFFICER TO SCHEDULE
INSPECTIONS.**

OWNER/AGENT: _____ DATE _____
(Signature)

PERMIT: APPROVED _____ AND PERMISSION GRANTED SUBJECT TO ALL STATE
AND LOCAL LAWS.

DISAPPROVED _____ REASON: _____

DATE _____ CEO/BUILDING INSPECTOR _____