Town of Fulton -Building Permit Application Instructions

A permit will be issued when it is determined that the application is complete and the proposed work conforms to applicable requirements of the Uniform Code. Building permits are valid for one year from date of issuance (unless otherwise noted), and must be renewed annually for a fee of **$75.00** until the project is closed out. Permits must be kept current until closed out with a certificate of Occupancy, or Certificate of Compliance. The Town of Fulton must be notified of any changes to information during the period for which the permit is in effect.

A **BUILDING PERMIT IS REQUIRED BEFORE** commencing construction, enlargement, improvement, removal, or demolition of any building or structure or any portion thereof, or installation of heating equipment or solid fuel burning device.

Structures with a gross floor area of 144 sq ft or less do not require a building permit.

- Lot size minimum is 1 acre
- Building setbacks- minimum 40' from edge of road and 25' from property lines.
- The tax map or property ID number can be obtained from the local assessor, Town Clerk or through your county real property tax office. A Certificate of Occupancy will not be issued without this number.
- A 911 address must be assigned by Schoharie county before a permit is issued please contact
  Schoharie County Real Property Tax Service
  PO Box 308 Schoharie NY 12157
  866-295-6229
- 2 sets of plans must be submitted, If the area of the new residential building is greater than 1,500 Sq. Ft or if the cost of the alteration or addition exceeds $10,000, or if the alteration will have an effect on either structural or public safety, plans submitted must bear the original seal and signature of a NYS licensed Professional Engineer or Registered Architect as provided for in Sections 7307 and 7209 of the New York State Education Law
- Submit one copy of sewage disposal system design documents as approved by county health department along with approval letter Schoharie County Health Dept. PO Box 667 Schoharie NY 12157 518-295-8365
- A site plan with dimensions showing property lines, driveway, well, septic system, and any structures.
- Proof of Contractors' Workers' Compensation Insurance, form C-105.2 or U-26.3. If Contractor is exempted, use form CE-200. Homeowners may use form BP-1 (9-07) for Workers' Compensation exemption
  - **Design Criteria**
  - **Climate Zone-6**
  - **Ground snow load**- 50 lb. sites at elevations above 1,000' shall have their value increased by 2 psf. for every 100' above 1,000' elevation
  - **Wind speed**- 90 mph
  - **Seismic Design Category** -B
  - **Weathering probability**- Severe
  - **Frost depth**- 36" footings must be 12" below (48")
  - **Termite Infestation probability**- Slight to Moderate
  - **Ice Barrier Underlayment Required**- Yes
  - **Flood Hazards**- Yes
  - **Building Setbacks**- 40' from edge of road, 25' from property lines
- **Missing information will delay the issuance of a permit**. Undertaking an activity that requires a building permit prior to obtaining such a permit is prohibited. This would be a violation, liable to a fine of not more than $200 (two hundred) dollars for each day during which such violation continues.
- It is the Owners responsibility to give the Building Inspector at least 48 hrs. notice for inspections.
- **NOTE: When contacting for inspections call 518-827-5668**, DO NOT rely on email for time sensitive matters! If arrangements are not made it would constitute a violation, and a stop work order may be issued.

INSPECTIONS

- Work site prior to the issuance of a building permit
- Footing excavation, forms and reinforcement before concrete
- Foundation wall forms and reinforcement before concrete
- Foundation water proofing and drainage before backfill
- Rough framing
- Rough mechanical and plumbing (drain and supply lines must be pressure tested with water or air)
- Electrical inspection by a 3rd party electrical inspector
- Fire resistance penetrations, and insulation before final covering
- Solid fuel burning heating appliances, chimneys, flues or gas vents
- Final inspection after all work has been completed

Town of Fulton Fee Schedule for Building Permits:

Annual Renewal Fee - $75 (starting July 2024)

Certificate of Compliance - $75

Certificate of Occupancy search - $75

Fees will be based on local **Construction** factors of $65/SqFt for new, $30/SqFt for renovations, and $20 for decks

Up to $2,000	$75.00
$2,000- $25,000	$75.00 for the first 2,000 and $4 for each additional 1,000
$25,000-$50,000	$167.00 for the first 25,000 and $3 for each additional 1,000
$50,000-$100,000	$242.00 for the first 50,000 and $2 for each additional 1,000
$100,000-$500,000	$342.00 for the first 100,000 and $1.50 for each additional 1,000

EXCESS OF $1,000,000 to be negotiated by the Town Board

Demolition of House - $50

Demolition of manufactured home - $25

Flood Plain Development Permit - $50

New installation of any solid fuel heating device - $25

Manufactured homes- single wide $100 double wide $175

Modular homes - $175

Pools- (above ground) - $25 (**in ground) -** $90

Roof permit - no charge

Solar system (Residential) **permit** - $75.00

Solar system (Commercial) **permit –** fee is based on cost of project, using the above construction rates for calculation

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PLEASE KEEP THESE INSTRUCTIONS AND INSPECTION SCHEDULE FOR YOUR RECORDS AND SUBMIT THE FOLLOWING COMPLETED APPLICATION TO:

TOWN OF FULTON

Attn: Code Enforcement Officer

1168 Bear Ladder Rd

West Fulton NY 12194

Check made payable to: **Town of Fulton**

OR Brian Caron

1710 State Route 30

North Blenheim, NY 12131

If you have additional questions, please contact the Code Enforcement Officer, Brian Caron at **518-827-5668** or email him at **caroncarpentry29@yahoo.com**.