# Village of Groton, N.Y.

Village Office
308 Main Street, P.O. Box 100
Groton, New York 13073-0100
Phone: 607-898-3966
Fax No. 607-898-4177
TDD: New York State Relay l-800-662-1220
**Code Enforcement Officer:** Ted Skibinski 607-592-2654
e-mail: code@grotonny.gov

# APPLICATION FOR BUILDING PERMIT

Application to: Construct, Renovate, Change of Occupancy, Addition, Relocate, Repair, Alteration, Other (Check the one that applies) At, Village of Groton,_____

(Street Address)

Number of Family Units _____ Type of Construction_____

Estimated Cost of Construction:_____ Builder: _____

Builder's Business Name:_____

Contractor's Telephone#: _____ Contractors E-Mail:_____

**It is the homeowner's responsibility/contractor to call Dig Safety 1-800-962-7962**

**REQUIRED VERIFICATIONS:**

| | |
|---|---|
| Street Opening | Superintendent of Public Utilities: _____ |
| Water Service | Superintendent of Public Utilities: _____ |
| Sewer Service | Superintendent of Public Utilities: _____ |
| Electrical Service | Superintendent of Public Utilities: _____ |
| Workman's Compensation | Code Enforcement Office: _____ |

The undersigned applies for permission to do the above in accordance with all provisions of all Laws or Regulations of the Village of Groton, New York, or others having jurisdiction, and affirms that all statements and information given are correct to the best of their knowledge and belief, and hereby authorizes the Code Enforcement Officer of the Village of Groton, New York (or his designee) to conduct on-site inspections to ensure that work is carried out in accordance with all applicable codes.

**Homeowner's Name: _____ Telephone Number: _____**

**Mailing Address: _____**

**Homeowner's Signature:**_____

CODE ENFORCEMENT OFFICER'S REVIEW:

Tax Map#: _____ Zoning District: _____ Lot Size: _____

Building Permit: ( ) Approved ( ) Denied

Reason: _____

Date Application Received: _____ By: _____ (Code Enforcement Officer)

Appeal Action: Variance ( ) Granted ( ) Denied _____Chairman, Zoning Board of Appeals

Date: _____

This packet contains three forms, which you need to complete before we can process your application. These forms are as follows: Please initial below and return with your building permit application

Complete all the information, the **application form** and sign where indicated. Please note that this form also contains permission for the Code Enforcement Officer (or his delegate) to enter your premises for the purposes of conducting the necessary inspections. _____

It is also necessary for you to provide a sketch of the lot and the appropriate dimensions, of your proposed construction in sufficient detail listing the type of material, to be used to permit evaluation for conformance with the State Uniform Fire and Building Code. This will range from a complete set of plans (including plumbing & electrical) for a new home to a single cross section for a barn or residential garage. _____

It is necessary for you to submit proof of Workman's Compensation Insurance or Workman's Compensation Board for authorization to waive this requirement. (Returned to us.) _____

If the purposed construction will require new or revised electrical work, it is necessary to obtain an Electric Service Application form, from the Village Office. 898-3966. _____

Upon completion of the Electrical work we will need copies of your Electrical Inspection Forms. _____

**If you have any questions, I can be reached at 898-3966.**

Describe type of work to be done. IE, building a deck, shed, electrical work:

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

# VILLAGE OF GROTON
# BUILDING PERMIT FEES

| Cost of Construction | Permit Fees |
|---|---|
| $4000 or Less | $25 |
| More than $4000 | $25 + $3 Per $1000 |
| Renewal of Existing Permit | 50% of original fee |

| Type of Permit | Fee |
|---|---|
| Demolition | $25 |
| Manufactured Homes | $40 |
| Sheds | $25 |
| Special Permit | Less than 2000 sq. Ft. = $100<br>More than 2000 sq. Ft. = $250 |
| Swimming Pools | $50 |
| Solid Fuel Heating Device | $50 |

| Type of Applications | Fee |
|---|---|
| Sign | $25 |
| Boundary Line Change | $50 |
| Sit Plan Review | $50 |
| Variance | $50 |

| Subdivisions | Fees |
|---|---|
| Major | $50 + $20 per lot |
| Minor | $30 + $20 per lot |
| Rural | $20 + $20 per lot |
| Planned Unit Development (PUD) | $200 |

Effective 9/1/2005

**The following Documents are required to be submitted with a Building Permit Application.**

1. Copy of Tax Map
2. Workman's Comp. & Liability Forms (Contractor or Homeowner)
3. Plans and Specifications - of project -type of lumber- dimensions of construction. Type of material
4. New houses require professional drawings (A stamped copy).
5. Fee must be paid at time of submittal