Village of Groton
Replacing Windows Permit

Code Officer
Ted Skibinski
607-592-2654
code@grotonny.gov

ALL **Window replacements in the Village of Groton require a Permit**

Fees: **$10 For Permit and $5.00 for each additional window**

Any structural work to change the size of the window opening, larger or smaller will require a Building Permit.

Contact Code Enforcement Officer or Village Clerk's Office (607-898-3966) for more information on fees.

Property Owner: _____

Phone Number_____

Address of Job Site: _____

Contractor: _____

Contractor Phone Number:_____

Please provide proof of Workman's Compensation & Liability Forms (Contractor or Homeowner)

Please answer the following questions regarding your window Replacement:

1. Are you doing any structural changes or construction?
   - ☐ Yes
   - ☐ No

2. Type of Windows you are using: ☐ Vinyl: _____Aluminum_____
   ☐ other_____

3. Type of windows: Size:_____
   U Rating on window:_____Needs to be 0.30 or lower

4. Number of windows replaced: ___

5. Check if doors are being installed: ☐ Size of opening

6). Estimated cost of work and materials: _____

This form must be completed and signed by either the Property Owner or the Contractor in charge of the project. In doing so, you are verifying that the information provided is correct. If a non-structural project becomes a structural project after the Building Permit is issued or after the project has commenced, the Code Enforcement Officer will assess a Building Permit Fee.

Signature: _____ Date:_____

□ Property Owner □ Contractor