



Application for Building Permit  
RESIDENTIAL/COMMERCIAL

Town of Malta

2540 Route 9  
Malta, New York 12020

Permit No. \_\_\_\_\_

Issued date: \_\_\_\_\_

Expiration date: \_\_\_\_\_

Building Department 518-899-2685 Fax No. 518-899-4719

Instructions

Any proposal which requires a Town of Malta Building Permit must first be reviewed by the Code Enforcement Officer (CEO) of the Town of Malta to determine whether the proposal violates any zoning provision(s) of the Town of Malta Code. The CEO's determination is based upon the information submitted on this form and such determination is subject to review and change if the project is modified at a subsequent date. The CEO reserves the right to request further information if deemed necessary. Disapproval of the application means the project, as designed, cannot proceed for the reasons provided. If you disagree with the CEO's determination you may appeal said determination to the Town of Malta Zoning Board of Appeals.

This application must be accompanied with:

If the proposed action includes a garage, pool, shed addition, accessory structures, new residence, or new building a site plan must be submitted with this application. Site plan requirements are: depending on type of construction, a hand drawn plan may be done by the applicant. If it is a new structure, two(2) stamped construction drawings would be needed. These drawings must be stamped by a NYS registered architect or licensed professional engineer. The site plan must depict the existing structure(s), the proposed structure, the lot layout, and all new and existing building setbacks from the property lines. A copy of a legal survey is required for all new construction and recommended for all additions.

APPLICATION is hereby made to the Building Department for the issuance of a Building Permit pursuant to the NYS Uniform Fire Prevention & Building Code for the construction of buildings, additions or alterations or for removal or demolition, as herein described. The signee and/or owner agrees to comply with all applicable also, ordinances and regulations as well as any conditions expressed on this application and will allow all inspectors to enter the premises for required inspections.

Tax Map ID#: \_\_\_\_\_

Address of Site: \_\_\_\_\_

City State Zip

Property Owners Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: W \_\_\_\_\_ H/Cell \_\_\_\_\_

Property Owners' Email: \_\_\_\_\_

Contractor's Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

City State Zip

Phone: W \_\_\_\_\_ Cell \_\_\_\_\_

Est. cost of project: \$ \_\_\_\_\_

Insurance Information Required

Owners performing work must file form BP-1

By signing this application, the owner/contractor doing work acknowledges their responsibility for verification of all required subcontractor insurance.

Contractors must prove compliance with Section 57 of the Worker's Compensation Law by producing one of the following:

C-105.2 U-26.3 SI-12 CE-200

Contractor's General Liability : Certificate of Insurance with Town of Malta as certificate holder

NYS Disability (DB-120)

NOTE: If owner is not the signee, the signee swears that the proposed work is authorized by the owner and that the signee is authorized to make such application

ADVISORY NOTE: There are several parcels of land in the Town of Malta that contain federal wetlands. Before excavating, we advise contacting the Army Corp of Engineers at (518) 270-0588

You must call for required inspections 24 hours in advance Building Department 899-2685 between 8am and 5pm daily See permit card for inspections needed.

**PROPOSED ACTION:**

a) Describe present use of property: \_\_\_ One family \_\_\_ two family \_\_\_ mobile home \_\_\_ commercial \_\_\_ demolition

**Water:**  private  well **Sewer:**  County  Septic

Mobile Home: Year \_\_\_\_\_ Model name \_\_\_\_\_ Make \_\_\_\_\_ size \_\_\_\_\_

**Installer certificate Number:** \_\_\_\_\_

b) Is the proposed action a: \_\_\_ new building \_\_\_ addition \_\_\_ renovation \_\_\_ septic \_\_\_ fireplace \_\_\_ woodstove  
Accessory Structure: \_\_\_ garage \_\_\_ shed \_\_\_ deck \_\_\_ pool \_\_\_ other

**Describe the proposed use or construction in detail:** \_\_\_\_\_

c) Gross 1<sup>st</sup> Floor Living: \_\_\_\_\_ square feet Number of bedrooms: \_\_\_\_\_ Number of bathrooms \_\_\_\_\_  
Floor 2<sup>nd</sup> Floor Living: \_\_\_\_\_ square feet Porch: \_\_\_\_\_ square feet  
Area Garage: \_\_\_\_\_ square feet Basement:  finished \_\_\_\_\_ sq.ft  unfinished \_\_\_\_\_ sq.ft  
Total \_\_\_\_\_ square feet Total: \_\_\_\_\_ square feet

Parcel is located in a \_\_\_\_\_ zoning district (if unknown verify with Building Department)

**SITE INFORMATION:** (Do not complete this section if there will be no exterior alteration of the structure/site)

Size of lot: \_\_\_\_\_ acre \_\_\_\_\_ sq.ft.

Is this a corner lot? \_\_\_yes \_\_\_no If yes corner lot: feet \_\_\_\_\_

Does this parcel front upon a developed public street? \_\_\_yes \_\_\_no If yes, length of frontage on street: feet \_\_\_\_\_

Building setbacks:	<u>Existing</u>	<u>Proposed</u>
Front yard depth	feet _____	feet _____
Left side yard:	feet _____	feet _____
Right side yard:	feet _____	feet _____
Rear/front yard depth:	feet _____	feet _____
Existing building height	feet _____	stories _____
Proposed height	feet _____	stories _____

**APPROVAL/DISAPPROVAL**

**Approval is valid for :**  
\_\_\_ 6 months \_\_\_ 1 year \_\_\_ 2 years

SIGNATURE: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Title in Company: \_\_\_\_\_

**FOR OFFICIAL USE ONLY**

I, \_\_\_\_\_ Code Officer of the Town of Malta do hereby find that the proposed action as described above, and in any attachments hereto, \_\_\_ IS IN ACCORDANCE \_\_\_ IS NOT IN ACCORDANCE with chapter 167 of the Malta Town Code that is effective as of this date.

Dated: \_\_\_\_\_  
Signature of Code Enforcement Officer

Permit Fee \$ \_\_\_\_\_ Fireplace \_\_\_\_\_ Deck \_\_\_\_\_ Rec Fee \_\_\_\_\_ Septic \_\_\_\_\_ other \_\_\_\_\_

Mitigation Total Fee: \_\_\_\_\_ Total fee: \$ \_\_\_\_\_

(This fee is not refundable)

Are there easements on the property	___yes ___no	Is existing use nonconforming	___yes ___no
Parcel in/near a floodplain	___yes ___no	Variance granted on property	___yes ___no
Parcel in/near a wetland	___yes ___no	Subdivision of record on file	___yes ___no
On/near a protected watercourse	___yes ___no	Does the grandfather provision apply	___yes ___no

\_\_\_yes \_\_\_no \_\_\_violation - Chapter 167 – Construction started without zoning/building permit