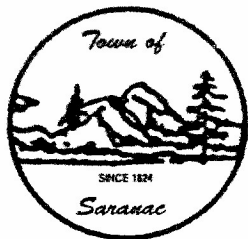


Timothy Napper
Supervisor
Debbie Pellerin
Town Clerk
Steve McKenzie
Highway Supt.
Raymond LeDuc Jr.
Code Enforcement Officer



TOWN OF SARANAC
In the Adirondack Mountains
3662 State Route 3 – P.O. Box 147
Saranac, NY 12981
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Conner Perry
Councilperson
Tracy Eggleston
Councilperson
James Terry
Councilperson
Michelle Petrashune
Councilperson

BUILDING PERMIT REQUIREMENTS

Building permits are required for all building structures, including alterations and additions, but not repairs. There will not be a charge for non-residential structures under 144 square feet in total size that do not require electrical or plumbing services. As of July 29, 2024, the following fees will be in effect in the Town of Saranac. Please note that these fees are subject to change or be updated as needed in the future. Any permits not listed below will be assessed based on the anticipated cost of inspections at \$20.00 per hour.

- * Filing Fee - \$30.00
- * Residential Permit Fee - \$0.10 per square footage of home
- * Manufactured Home Permit - \$0.10 per square footage of home
- * Accessory Structure Permit - \$0.05 per square footage of structure
- * Commercial Building Permit - \$0.20 per square footage of building
- * Permit Renewal – will be yearly at a rate of 25% of the original permit total fee
- * Demo Permit - \$30.00
- * Junk Yard Permit - \$100
- (New Junk Yard Permits will only be issued with Town Board approval.)
- * Stove/Chimney/Heating Unit Permit or Inspection - \$30.00
- * Special Use or Remodel Permit - \$40.00
- * Pool Permit - \$30.00
- * Solar Panel Installation Permit - \$5.00 per panel/minimum of \$40
- * Cell Tower Up Grade or Remodel Permit - \$100 per project
- * Fire Inspection Fee - \$40.00 plus consultation expenses (if applicable)
- * Records Search – Residential \$30.00 / Commercial \$50.00 (plus copy fee)

All permits will require a filing fee and all fees are to be paid prior to the permit being issued. A permit application must be filled out and submitted to the Code Officer with the necessary details of the project. All projects must meet the minimum Uniform Fire Code Standards and the New York State Building codes standards. Inspections will be conducted at different phases of the project. It is the responsibility of permit holder to contact the Code Officer when each phase of the project that needs an inspection is completed so an inspection can be scheduled. Upon completion of the project a Certificate of Occupancy or a Certificate of Compliance will be issued to show the project is completed. The Town of Saranac follows the Adirondack Parks Zoning laws and projects may have to be reviewed by the APA to obtain jurisdictional approval prior to a building permit being issued.