



**THE CODE  
ENFORCEMENT  
OFFICE  
Of The  
TOWN OF JOHNSTOWN  
Wants You To Know  
WHEN DO I NEED**

## **A BUILDING PERMIT?**

### **What is a building permit?**

A building permit is a license, required by law and granted by the local municipality, to construct or alter a structure or property in compliance with the minimum requirements of the New York State building codes.

### **When is a permit required?**

Permits are required for all construction and alterations (except minor work defined by code), including:

- Building, additions and renovations
- New siding, replacement windows
- Accessory garages and sheds
- Pools, decks, porches
- New roof or re-roofing
- Replacement boilers, furnaces, and water heaters
- New or replacement HVAC systems
- Stoves, fireplaces and chimneys
- New electrical circuits or service changes
- Exterior work on buildings
- Fences

### **I was told I don't need a permit.**

You may have been told by a salesman, product representative, contractor or remodeler that a building permit is not required for their services. Be sure to ask the Building Department if that information is correct. Your Building Official will answer any questions you may have regarding what information is needed to comply.

### **What are my responsibilities in the process?**

The application you file and fee you pay are used to determine code compliance through plan reviews and on-site inspections of construction. You must then schedule inspections with your Building Inspector to review portions of the work as they are completed. Finally, new constructions, additions and changes of use must receive a Certificate of Occupancy that states that the structure is safe and ready for its intended use.

### **Why should I bother with a permit?**

Besides being required by law, the permit process protects you with required inspections insuring basic standards are being met. For instance, you or your contractor may not know certain requirements regarding area building codes, such as snow load capabilities on your roof. Many things are considered when you obtain a permit, including workmanship. The time and money spent on obtaining a building permit before construction begins will be one of the most valuable investments in your property.

**FOR FURTHER INFORMATION  
CALL (518) 762 - 7346**