

Land-Use & Development Permit General Information

Application Checklist for Land-Use & Development Permit:

- Complete Land-Use & Development Permit Application
- Plot Plan, showing dimensions and setbacks (to scale)
- Pay Required Fee
- Worker's Compensation Insurance or BP-1 Exemption Worksheet
- Authorization Form, if applicant is not the property owner
- Any building plans required by the Building Department.

How to get a Building Permit?

1. Always contact the Zoning Administrator and discuss what permits or approvals your project may require.
2. Apply and receive the Land-Use & Development Permit (LUD) and Zoning Compliance from the Warrensburg Planning & Zoning Office.
3. Building Permits are administered through Warren County Building Codes & Fire Prevention. Any plans required by Warren County must be reviewed and signed by the Zoning Administrator, before submittal to the Building Department.
4. Once the above mentioned steps are completed, you must then apply for a Building Permit through Warren County Building Codes & Fire Prevention.
5. The Town of Warrensburg is not responsible for the failure of applicants to acquire permits or approvals from any other governmental entity. The Zoning Administrator will check agencies that should be contacted by the applicant; however, this list may not be exhaustive. Listed below is contact information for agencies typically involved in the development process.

Other Agencies to Contact:

Warren County Building Codes & Fire Prevention—(518) 761-6542-- <http://warrencountyny.gov/fpbc/>
The agency that issues Building Permits, for the Town of Warrensburg.

Dig Safely New York—(1-800-962-7962)—<http://www.digsafelynewyork.com/>

Before beginning any construction project involving excavation of land, you must contact Dig Safely New York, a FREE service, which will contact the appropriate utility owners to ensure you will not cause damage to the utility or pose a significant safety risk to you and your neighbors.

Adirondack Park Agency (APA)—(518) 891-4050— <http://apa.ny.gov/>
Depending on the location, scale and type of project, the APA may have jurisdiction.

Warrensburg Highway Department—(518) 623-4561
Installation of any development (i.e. driveway) abutting a Town roadway may require a permit.

Warrensburg Water/Sewer District—(518) 623-4561
Depending on the location of the property that is being developed, connection to the municipal water or wastewater system may be necessary.

NYS Department of Labor: Asbestos Control Bureau—(518) 457-1255—
http://www.labor.ny.gov/workerprotection/safetyhealth/dosh_asbestos.shtm

An asbestos survey is required for all renovation, remodeling, repair and demolition of all interior and exterior building materials. Single-family, owner-occupied structures are exempt.

Warren County Department of Public Works (DPW)—(518) 623-4141—<http://www.warrencountydpw.com/>
Installation of any development (i.e. driveway) abutting a County roadway may require a permit.

New York State Department of Transportation (DOT)—(518) 623-3511—Frank Komoroske, P.E., Warren County
Installation of any development (i.e. driveway) abutting a State roadway may require a permit.

Zoning Staff & Contact Information:

Christopher Belden, Zoning Administrator
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