

**TOWN OF GLEN
BUILDING PERMIT APPLICATION INSTRUCTIONS:**

- A:** This application must be filled in by typewriter or printed in ink and returned to the appropriate **Town or Village office**.
- B:** **DRAW A PLOT PLAN.** Plot plans must show location of the **LOT** and **BUILDINGS** on premises, relationship to adjoining premises or public streets or areas. Give a detailed description of layout of the property.
- C:** **TWO COMPLETE SETS OF SPECIFICATIONS / PLANS** must accompany this application. This shall include nature of the work to be performed, the materials and equipment to be used and details of the structural, mechanical, electrical, and plumbing installations.
- D:** **NO WORK SHALL COMMENCE BEFORE ISSUANCE OF A ZONING AND/OR BUILDING PERMIT.**
- E:** Upon approval of this application, the Code Enforcement Officer will issue the building permit.
- F:** No building or portion thereof for which a building permit has been issued shall be **OCCUPIED OR USED IN WHOLE OR IN PART FOR ANY PURPOSE WHATSOEVER** until a request is made for a Certificate of Occupancy and said Certificate is granted by the Code Enforcement Officer.
- G:** The owner of the property on which this work is performed grants the Code Enforcement Officer the right to inspect the property for which this permit pertains to until the Certificate of Occupancy or Compliance is issued (Under Section 444.3 D 1 & 2 Title 19 NYCRR).
- H:** **WORKER'S COMPENSATION INSURANCE:** Certificate of insurance / worker's compensation and disability benefits are required or an affidavit from the owner will be provided indicating that he or she is performing all the work and there are no employees, subcontractors, or contractors involved in such work (Chapter 131, Effective 9/1/98).

FEES FOR IMPLEMENTATION OF CONSTRUCTION CODE

The fees for the Implementation of Construction Code were adopted by Resolution by the Town of Glen Town Board on May 9, 2011 and amended on June 13, 2011 and are as follows:

All new residential construction requiring building permits	-	\$ 175.00 (2000 sq. ft. or less) \$ 250.00 (Over 2000 sq. ft.)
Septic systems repairs or new construction	-	\$ 50.00
Roofing when permit is required	-	\$ 25.00
Modular and mobile homes	-	\$ 75.00
Agricultural permits	-	N / C
Storage sheds of 120 sq. ft. or less	-	N / C
Garage 1 or 2 car	-	\$ 50.00
Garage over 2 cars	-	\$ 75.00
All other construction	-	.20 sq. ft.
Swimming pools	-	\$ 25.00 (above ground) \$ 75.00 (in ground)
Fences	-	\$ 10.00
Cell Towers	-	\$1000.00
Additional antennas for cell towers	-	\$ 250.00
Industrial / Commercial	-	\$ 350.00

RENEWAL OF BUILDING PERMITS

To renew a building permit, property owners and contractors will have to pay 10 percent of the cost of the original permit, which itself is based on the estimated cost of the project.

Building permits are valid for one year. Renewals also are valid for one year, but property owners may now receive a maximum of only two renewals.

If work is not completed within the three-year time frame, property owners must apply for a new building permit at full cost.

**EFFECTIVE AUGUST 13, 2018, IF ANY WORK STARTS WITHOUT A
BUILDING PERMIT, THE FEE WILL BE DOUBLED.**

TOWN OF GLEN
7 ERIE STREET
FULTONVILLE, NY 12072
ROXANNE DOUGLASS, TOWN CLERK - 518-853-3633
TOM DiCAPRIO, TOWN OF GLEN CEO - 518-848-4498

BUILDING PERMIT APPLICATION

APPLICANT MUST COMPLETE ALL BELOW THAT APPLY:

DATE: 3/15/2021 \$ _____ No. _____

DATE YOU INTEND TO BEGIN BUILDING: Spring - Summer 2021

NAME OF APPLICANT: Pilot Travel Centers, LLC
HOME PHONE: _____ BUSINESS PHONE: (865) 588-7488
APPLICANT'S ADDRESS: 5508 Lonas Road, Knoxville, Tennessee 37909

NAME OF OWNER: Exit 28 Real Estate LLC
ADDRESS: P.O. Box 10804, Newburgh, NY, 12552 PHONE: _____

SBL #: 36.-3-15.2

PROPOSED PROJECT: Pilot Travel Center

VALUE: \$ \$11,250,000±

LOCATION OF PROPERTY: 164 Riverside Drive
LOCATION OF BUILDING ON PROPERTY – DRAW AND ATTACH SKETCH TO ILLUSTRATE –
INSTRUCTIONS ATTACHED.

ARE YOU INSTALLING A NEW SEPTIC SYSTEM? YES _____ * NO X
REPLACING AN EXISTING SEPTIC SYSTEM? YES _____ * NO X

* IF THE ANSWER IS YES TO EITHER OF THESE TWO QUESTIONS, A PERCOLATION TEST IS REQUIRED (APPLICATION IS AVAILABLE FROM MONTGOMERY COUNTY SOIL AND WATER CONSERVATION DISTRICT, 4001 STHWY 5S, FULTONVILLE, NY, (518) 853-4015). A SITE PLAN GIVING DETAILS OF THE ENTIRE SYSTEM WITH DISTANCES FROM OPEN WATER, WELLS OR WETLANDS, AS WELL AS PROPERTY LINES AND WATER PIPES, IS ALSO REQUIRED.

NAME OF PRINCIPAL CONTRACTOR: TBD (To Be Determined)
CONTRACTOR'S ADDRESS: _____
CONTRACTOR'S PHONE: _____
CONTRACTOR'S WORKMAN'S COMPENSATION INSURANCE COMPANY AND NUMBER: _____

IS THIS A COMMERCIAL PROJECT? (EXAMPLES: DWELLINGS YOU INTEND TO RENT, SELL OR USE AS A PLACE OF BUSINESS) YES NO

NAME OF ARCHITECT OR ENGINEER: CT Male Associates

ARCHITECT'S or ENGINEER'S ADDRESS: 50 Century Hill Drive, Latham, NY 12110

ARCHITECT'S or ENGINEER'S PHONE: (518) 786-7400

BE AWARE THAT ANY NEW BUILDING PROJECT OF MORE THAN 1500 SQUARE FEET OF LIVING AREA MUST HAVE THE SEAL OR STAMP OF A NEW YORK STATE CERTIFIED ARCHITECT OR ENGINEER ON BUILDING PLANS.

WILL YOU BE INSTALLING A HEATING SYSTEM? YES NO

IF YES, WHAT TYPE? Natural Gas

WHAT TYPE OF FOUNDATION WILL YOU HAVE? Shallow Footing

WILL YOU HAVE ELECTRICITY? YES NO

* REMEMBER THAT IF YOU INSTALL ELECTRICITY OR ADD TO THE PRESENT ELECTRICAL SYSTEM, YOU WILL NEED AN APPROVED ELECTRICAL UNDERWRITER TO INSPECT THE FINISHED PRODUCT BEFORE BEING ISSUED A CERTIFICATE OF OCCUPANCY OR COMPLIANCE.

WHAT TYPE AND R-VALUE INSULATION WILL YOU BE USING? (Please specify below)

WALLS 27.4 CEILINGS 38 FLOORS 8.4

* ALONG WITH THIS APPLICATION, A SET OF PLANS OR BLUE PRINTS MUST BE SUBMITTED. THESE PLANS SHOULD INCLUDE THE FOLLOWING IN EITHER DIAGRAM OR TEXT FORM: BUILDING ELEVATION, PLUMBING PLAN, WINDOW TYPES AND SIZES, CROSS SECTION SHOWING FOUNDATION DETAILS, LOCATION OF PRIMARY AND SECONDARY HEATING SYSTEMS (INCLUDING CHIMNEY), INTERIOR AND EXTERIOR WALL CONSTRUCTION, ELECTRICAL LAYOUT, EXTERIOR GRADE ELEVATIONS, DOOR LOCATIONS, TYPES AND SIZES, ROOF SNOW LOAD AND FLOOR LIVE LOADS.

APPLICATION IS HEREBY MADE TO THE CODE ENFORCEMENT OFFICER OF THE TOWN OF GLEN FOR A BUILDING PERMIT. THE APPLICANT CERTIFIES THAT THE ABOVE STATEMENTS ARE TRUE AND AGREES THAT THE ISSUANCE OF THE PERMIT IS BASED ON THE ACCURACY THEREOF. FALSE STATEMENTS MADE HEREIN ARE PUNISHABLE AS A CLASS A MISDEMEANOR PURSUANT TO SECTION 210.45 OF THE PENAL LAW. AS A CONDITION TO THE ISSUANCE OF A PERMIT, THE APPLICANT ACCEPTS FULL RESPONSIBILITY FOR ALL DAMAGE, DIRECT OR INDIRECT, OR WHATEVER NATURE, AND BY WHOMEVER SUFFERED, ARISING OUT OF THE PROJECT DESCRIBED HEREIN AND AGREES TO INDEMNIFY AND SAVE HARMLESS THE TOWN OF GLEN FROM SUITS, ACTIONS, DAMAGES AND COSTS OF EVERY NAME AND DESCRIPTION RESULTING FROM THE SAID PROJECT. FURTHER, THE APPLICANT AGREES THAT THE ISSUANCE OF A PERMIT IS NOT TO BE INTERPRETED AS GUARANTEE OF FREEDOM FROM RISK OF FUTURE FLOODING OR CONFORMITY WITH OTHER CODES AND REGULATIONS NOT PROMULGATED BY THE TOWN OF GLEN.

DATE _____ SIGNATURE OF APPLICANT _____

APPLICANT: MUST COMPLETE 1-15 (WHEN APPLICABLE)

1. LOCATION OF PROPERTY: 164 Riverside Drive
2. TAX MAP # (SBL#): 36.-3-15.2 (Survey is available)
3. ZONE DISTRICT: Commercial
4. EXISTING USE OF PROPERTY: Vacant - previously a residence
INTENDED USE OF PROPERTY: Commercial
5. NATURE OF WORK:
NEW BUILDING X REMOVAL/DEMOLITION _____
REPAIR _____ ALTERATION/S _____
ADDITION _____ OTHER _____
(SINGLE)MOBILE HOME _____ SEPTIC _____
HOME - STICK BUILT _____ MODULAR _____ DOUBLE WIDE _____
6. ESTIMATED COST OF PROJECTS: \$11,250,000±
7. IF MULTIPLE DWELLING: a. NUMBER OF DWELLINGS _____ UNITS 2 Buildings
b. NUMBER OF BEDROOMS _____
c. NUMBER OF FLOORS _____
8. IF MOBILE HOME: NEW INSTALLATION Y/N _____ YEAR OF _____
9. IF GARAGE: # OF CAR _____
10. IF BUSINESS, COMMERCIAL OR MIXED OCCUPANCY, SPECIFY NATURE AND EXTENT OF EACH TYPE OF USE: Commercial - Pilot Travel Center
11. DIMENSION OF EXISTING STRUCTURES IF ALTERATION OR ADDITIONS ARE MADE:
DEPTH _____ HEIGHT _____
FRONT _____ REAR _____
NUMBER OF STORIES _____
12. DIMENSION OF NEW CONSTRUCTION: (INCLUDING MOBILE HOME)
DEPTH 90'± HEIGHT 25'±
FRONT 156'± REAR 156'±
13. SIZE OF LOT: FRONT 691'± REAR 625'± DEPTH 1170'± ACRE/S 17.8±
14. DISTANCE FROM NEAREST ADJACENT BUILDING:
LEFT SIDE N/A RIGHT SIDE 233'± REAR N/A
15. DISTANCE FROM NEAREST ADJACENT PROPERTY:
LEFT SIDE 343.1' RIGHT SIDE 197.3' REAR 448.7'

BELOW DRAW AS REQUESTED:

1. START WITH STREETS / ROAD NAMES
 2. INDICATE INTERIOR OR CORNER LOTS
 3. SHOW ALL BUILDINGS EXISTING / PROPOSED
 4. INDICATE ALL DIMENSIONS FROM SURROUNDING PROPERTY LINES
 5. SHOW LOCATION OF SEWAGE / WATER SYSTEM IN RELATION TO STRUCTURE/S
 6. SHOW LOCATION OF SEPTIC SYSTEM TO WATER SOURCES (WELLS, STREAMS, ETC.)
 7. WATER TEST APPROVAL IS REQUIRED
 8. SHOW ELEVATION VIEWS IN REGARDS TO BUILDING/S, ALTERATION/S, ADDITION/S
-

N
W E
S