



City of Saratoga Springs

BUILDING DEPARTMENT

CITY HALL - 474 BROADWAY - SARATOGA SPRINGS, NY 12866

PHONE 518-587-3550 EXT 2511

BUILDING.OFFICE@SARATOGA-SPRINGS.ORG

APPLICATION FOR DECK PERMIT

1. **APPLICATION MUST BE FILLED OUT COMPLETELY.** All information and signatures are required.
2. The deck permit fee of **\$150.00 plus \$.30/sf** must accompany application.
3. Inspections will be required once permit is issued. See permit card for list of required inspections.

LOCATION INFORMATION

JOB SITE ADDRESS _____ TAX MAP ID# _____

ZONING DISTRICT _____ COST OF WORK \$ _____

ARCHITECTURAL REVIEW DISTRICT YES NO

D.R.C. DECISION DATE _____

HISTORIC REVIEW DISTRICT YES NO

(PLEASE ATTACH COPY OF DECISION)

IS JOB SITE IN A FLOOD PLAIN? YES NO

H.O.A. APPROVAL DATE (IF ANY) _____

(PLEASE ATTACH COPY OF APPROVAL)

PROPERTY OWNER INFORMATION

CID# _____

OWNER'S NAME _____ PHONE _____

ADDRESS _____ EMAIL _____

OWNER'S SIGNATURE _____ DATE _____

APPLICANT INFORMATION

APPLICANT _____ PHONE _____

ADDRESS _____ EMAIL _____

APPLICANT'S SIGNATURE _____ DATE _____

CONTRACTOR INFORMATION

CID # _____

COMPANY NAME _____ PHONE _____

ADDRESS _____ EMAIL _____

CONTRACTOR'S SIGNATURE _____ DATE _____

FOR STAFF USE ONLY:

FILE # _____ DATE APPLIED _____ RECEIVED BY _____

APPLICATION # _____ PERMIT # _____ DATE ISSUED _____

PAID \$ _____ INSURANCE _____

SPECIFICATIONS & MATERIALS LIST

GENERAL	SIZE	MATERIAL	SPECIFICATIONS	OTHER
FOOTINGS				
FRAMING:				
POSTS				
BEAMS				
JOISTS				
LEDGER				
FLASHING				
DECKING				
STAIRS				
FINISH WORK	SIZE	MATERIAL	UNDERLAY	OTHER
LANDINGS				
HANDRAILS				
GUARDS				
MISCELLANEOUS	SIZE	MATERIAL	OTHER	

DECK PLANS REQUIREMENTS FOR PERMIT

The City of Saratoga Springs does not require signed/stamped plans for all decks applications. We do, however, require that a minimum amount of information be provided about the components.

The information that we require is as follows:

Footings: Size, Spacing, Material Type, Depth Below Grade (48"min.)

Posts: Size, Spacing, Material Type, Attachment to Footing

Beams: Size, Spacing, Material Type, Nailing/Bolt Pattern, Attachment to Posts

Joists: Size, Spacing, Material Type, Nailing/Bolt Pattern, Attachment to Beams & Ledger

Ledger: Size, Material Type, Nailing/Bolt Pattern, Attachment to House, Approved Flashing

Decking: Size, Material Type, Attachment to Joists

Landings: Size (36" min. direction of travel, width not less than stairway or door served)

Stairs: Base/Footing, Stringer Size, Tread Size (9"min.) & Riser Size (8.25"max.), Nosing, Material Type

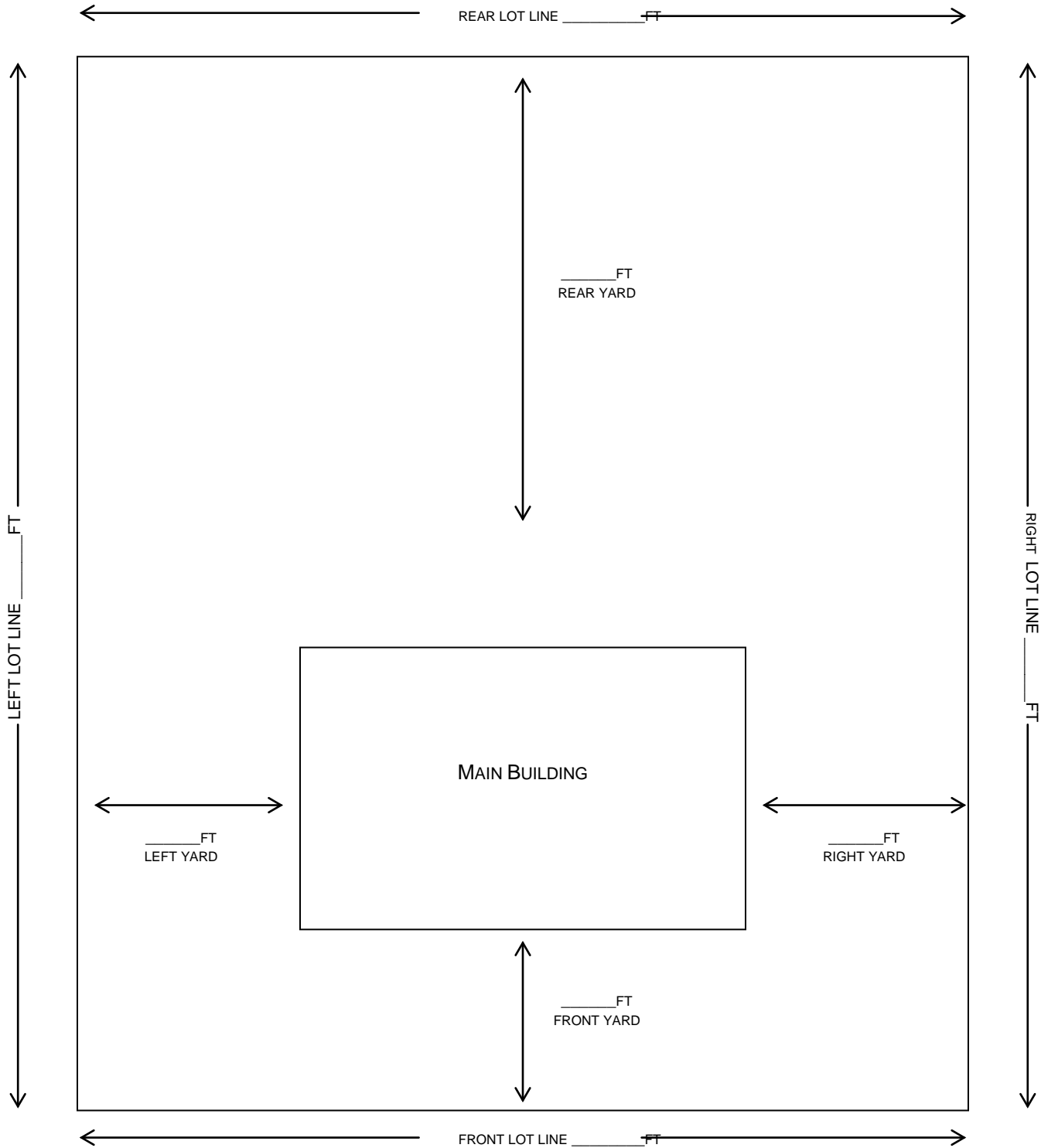
Oneside Handrails: Height (34"min.,38"max.), Continuity, Return/Terminate Ends, Size, Grip Size(Type I or II), Material Type

Guards: Material Type, Height(36"min.), Opening Limitations(<4" Between or Below Balusters/Openings, <6" Triangular Opening Below Stair Guard)

Attachments: All Connection Plates, Bolts, Nails, etc. to be Hot-Dip Galvanized or Stainless Steel
Additional information may be required by the reviewing inspector as deemed necessary.

PLOT PLAN AND LOCATION INFORMATION

Locate deck, main building (including additions), any accessory structures, swimming pool, etc. Give all yard dimensions.



FEE CALCULATION

1. BASE FEE - \$150.00 PER DECK = \$150.00
 CALCULATION BY SQUARE FOOTAGE \$.30 / SQ. FT. X _____ = _____
AREA IN SQ. FT.

TOTAL FEE AMOUNT = _____

(MAKE CHECK PAYABLE TO COMMISSIONER OF FINANCE)

THE FOLLOWING INFORMATION MUST BE PROVIDED:

1. Insurance requirements:
 - a. For general contractors: a Certificate of Insurance on an ACCORD form with Commercial General Liability Insurance of One Million Dollars (\$1,000,000) per occurrence aggregate naming the City of Saratoga Springs as an Additional Insured and Certificate Holder;
 - b. For homeowners acting in the capacity of a general contractor: see Homeowners Insurance Requirements.
 - c. All those acting in the capacity of a general contractor must provide proof of NYS Statutory Workers Compensation, Employer's Liability and Disability Insurance or a waiver of same as determined by the NYS Workers Compensation Board.
2. Detailed drawings must accompany application (see requirements on previous page). The City of Saratoga Springs reserves the right to request the drawings be signed and stamped by a NYS licensed architect or engineer.
3. The attached plot plan must be filled out completely. Include a survey (if available), showing deck location on main building, location of main building (including and additions), any accessory structures, swimming pools, etc. and all yard dimensions.
4. Complete the attached Zoning Compliance Chart.

HOLD HARMLESS:

THE INDIVIDUAL FILING THIS APPLICATION, TO THE FULLEST EXTENT PROVIDED BY LAW, SHALL INDEMNIFY AND SAVE HARMLESS THE CITY OF SARATOGA SPRINGS, ITS AGENTS AND EMPLOYEES (HEREINAFTER REFERRED TO AS "CITY"), FROM AND AGAINST ALL CLAIMS, DAMAGES, LOSSES AND EXPENSE (INCLUDING, BUT NOT LIMITED TO, ATTORNEYS' FEES), ARISING OUT OF OR RESULTING FROM THE PERFORMANCE OF THE WORK COVERED BY THIS BUILDING PERMIT APPLICATION, SUSTAINED BY ANY PERSON OR PERSONS, PROVIDED THAT ANY SUCH CLAIM, DAMAGE, LOSS OR EXPENSE IS ATTRIBUTABLE TO BODILY INJURY, SICKNESS, DISEASE, OR DEATH, OR TO INJURY TO OR DESTRUCTION OF PROPERTY CAUSED BY THE TORTIOUS ACT OR NEGLIGENT ACT OR OMISSION OF APPLICANT, ITS CONTRACTOR OR ITS EMPLOYEES OR ANYONE FOR WHOM THE CONTRACTOR IS LEGALLY LIABLE OR SUBCONTRACTORS. _____ (INITIAL)

RESIDENTIAL ZONING COMPLIANCE CHART

Area and Bulk Schedule

REQUIRED WITH PERMIT APPLICATION FOR NEW CONSTRUCTION, ADDITIONS, DECKS AND ACCESSORY STRUCTURES.

Step 1. Highlight the row containing your zoning district's area and bulk schedule information.

ZONING DISTRICT	MINIMUM LOT SIZE SQUARE FEET (SF)	MINIMUM AVERAGE WIDTH (FT.)	MAXIMUM BUILDING COVERAGE PERCENTAGE		MIN. YARD SETBACK (FEET)				PRINCIPAL BUILDINGS		MINIMUM DISTANCE TO ACCESSORY BUILDING (FEET)				MINIMUM % TO REMAIN PERMEABLE
			PRINCIPAL BLDG.	ACCESS. BLDG.	FRONT	REAR	EACH SIDE	TOTAL SIDE	MINIMUM 1 ST FLOOR AREA (SF)	MAX. HEIGHT (FEET)	PRINCIPAL BUILDING	FRONT LOT LINE	SIDE LOT LINE	REAR LOT LINE	
RR (F)	2 acres	200	15	5	60	100	30	100	----	35	5	60	30	50	80
SR-1 (F)	40,000	125	20	8	40	40	15	35	----	35	5	40	10	10	40
SR-2	20,000 (A)	100	25	8	30	30	12	30	----	35	5	30	5	5	30
UR-1	12,500 (A)	100	20	8	30	30	12	30	1 Story = 1,100 2 Story = 800	60	5	30	5	5	30
UR-2	6,600 (A)	60	30	10	10	25	8	20	1 Story = 900 2 Story = 700	60	5	10	5	5	25
UR-3	6,600 1-unit / 8,000 2-units	60 1-unit / 80 2-units	30	10	10	25	4	12	1 Story = 1,200 2 Story = 800	60	5	10	5	5	25
UR-4	3,000/DU	100	25	15	25	25	20	45	1 Story = 1,800 2 Story = 1,200	70	10	25	5	5	15
UR-4A	2,000/DU	60 1-unit / 80 2-units	30	10	10	25	4	12	1 Story = 1,200 2 Story = 800	70	5	10	5	5	15
UR-5	3,000/DU	100	25	15	25	25	20	45	1 Story = 1,800 2 Story = 1,200	185	20	20	10	10	15
UR-6	4,800	60	30	10	25	25	8	20	900	35	5	25	5	5	25
UR-7	4,000	50	45	10	10	10	4	8	1,000	35	5	10	5	5	20
NCU-1	6,600 1-unit / 8,000 2-units	60 1-unit / 80 2-units	30	10	10	25	4	12	1 story = 1,200 2 story = 800	60	5	10	5	5	25
NCU-2	6,600 1-unit / 8,000 2-units	60 1-unit / 80 2-units	30	10	10	25	4	12	1 story = 1,200 2 story = 800	60	5	10	5	5	25
NCU-3	3,000/DU	60 (H)	30	10	10 (I)	25	4 (J)	12	1 story = 1,800 2 story = 1,200	50	5	10	5	5	20

Step 2. Provide this information as it pertains to your proposed scope of work in your zoning district.

Your District															
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