

WARREN COUNTY OFFICE OF EMERGENCY SERVICES



Main Office
1340 State Route 9
Lake George, NY 12845
518-761-6240
Fax: 518-761-6402
oes@co.warren.ny.us

Divisions
EMS Coordinator
Gary Scidmore
Hazmat/WMD Coordinator
Jamie Schrammel

BRIAN A. LAFLURE
Director
Fire Coordinator

AMY J. DREXEL
Deputy Director
Emergency Services Coordinator

Public Safety Committee Agenda

January 24, 2013

1. Committee meeting called to order by Chairman.
2. Motion to approve minutes of prior committee meeting.

Action Agenda

1. **Request:** Resolution request to extend the Scuba Rescue Team contracts with the Lake George Volunteer Fire Department and the Horicon Volunteer Fire Department in the amount of \$6,305 for each contractor.

Rationale: This is an annual renewal for the marine rescue teams.

2. **Request:** Resolution request to renew the contract with the Glens Falls Fire Department for cause and origin investigation services.

Rationale: This is an annual contract that needs to be renewed.

3. **Request:** Travel approval for Brian LaFlure and Amy Drexel to attend the NYSEMA Winter Conference in Syracuse, NY on February 12-14, 2013 to be paid with grant monies.

Rationale: To receive updates from the State on various emergency response projects and grants.

4. **Request:** Travel approval for Brian LaFlure to attend the N.Y.S. Fire Coordinators Conference at the New York State Fire Academy in Montour Falls on March 21-22, 2013.

Rationale: To get updates from the State on fire and hazmat related issues.

5. **Request:** Resolution request to raise both sides of the 2013 budget to accommodate the Local Emergency Planning Committee grant in the amount of \$2,764.

Rationale: Resolution needed to commence purchasing process.

6. **Request:** Resolution request to raise both sides of the 2013 budget to accommodate the Local Emergency Planning Committee grant in the amount of \$2,464.

Rationale: Resolution needed to commence purchasing process.

7. **Request:** Resolution request to raise both sides of the 2013 budget to accommodate the FY09 NYS Homeland Security Program in the amount of \$33,202.

Rationale: Resolution needed to commence purchasing process.

8. **Request:** Resolution request to raise both sides of the 2013 budget to accommodate the FY11 NYS Homeland Security Program in the amount of \$7,516.

Rationale: Resolution needed to commence purchasing process.

9. **Request:** Resolution request to add the Director of the Office of Emergency Services to the Schedule "A" Exempt List of the Time Clock Policy and Procedure for the Time and Attendance System.

Rationale: At the time this policy was adopted, the Director of the Office of Emergency Services was a part time position and did not punch in or out under said office.

10. **Request:** Resolution request to amend the Memorandum of Understanding of the Adirondack Regional Interoperable Communications Consortium and authorize the Chairman's signature approval for documents relating to the same.

Rationale: This is to amend the Memorandum of Understanding to include the following counties that were not listed when the resolution for the Consortium was adopted: Saratoga County, Hamilton County, Fulton County and Montgomery County.

11. **Request:** Resolution request to adopt the Training Center Policy and Procedures Manual for the Warren Washington County Regional Emergency Services Training and Educational Center.

Rationale: This is to approve the final manual as reviewed by the County Attorney's Office.

Old Business/Pending Items

Topics for Discussion

1. Snow removal around emergency vehicles
2. Update on Communications Vehicle
3. Update on Training Center

RESOLUTION REQUEST FORM NO. 4

Request for Extending, Rescinding or Amending Existing Contract

DEPARTMENT NAME: Office of Emergency Services

DATE: January 24, 2013

- (a) Purpose of Contract Change: Extension
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract: 75 of 2010
- (c) Name of Contractor: Lake George Volunteer Fire Department, Lake George Scuba Rescue Team
- (d) Address of Contractor: 179 Ottawa Street, Lake George, NY 12845
- (e) Contractor's Contact Person and Telephone Number: Alan Moon 668-5083
- (f) Commencement Date of Extension: January 1, 2013
- (g) Termination Date of Extension: December 31, 2013
- (h) Payment Provisions:
 - i) lump sum amount \$6,305
 - ii) hourly rate amount
 - iii) total amount not to exceed
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.)
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, and Title, and Amount: A.3410 470 (Fire Prevention & Control - Contract)

Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

RESOLUTION REQUEST FORM NO. 4

Request for Extending, Rescinding or Amending Existing Contract

DEPARTMENT NAME: Office of Emergency Services

DATE: January 24, 2013

- (a) Purpose of Contract Change: Extension

- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract: 75 of 2010

- (c) Name of Contractor: Horicon Volunteer Fire Department, Horicon Scuba Rescue Team

- (d) Address of Contractor: PO Box 120, Brant Lake, NY 12815

- (e) Contractor's Contact Person and Telephone Number: James Hayes 494-3428

- (f) Commencement Date of Extension: January 1, 2013

- (g) Termination Date of Extension: December 31, 2013

- (h) Payment Provisions:
 - i) lump sum amount \$6,305
 - ii) hourly rate amount
 - iii) total amount not to exceed
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.

- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, and Title, and Amount: A.3410 470 (Fire Prevention & Control - Contract)

Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

RESOLUTION REQUEST FORM NO. 4

Request for Extending, Rescinding or Amending Existing Contract

DEPARTMENT NAME: Office of Emergency Services

DATE: January 24, 2013

- (a) Purpose of Contract Change: Extension
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract: 408 of 2006 & 653 of 2010
- (c) Name of Contractor: Glens Falls Fire Department
- (d) Address of Contractor: 134 Ridge St, Glens Falls, NY 12801
- (e) Contractor's Contact Person and Telephone Number: Chief James Schrammel
(518) 761-3822
- (f) Commencement Date of Extension: January 1, 2013
- (g) Termination Date of Extension: December 31, 2013
- (h) Payment Provisions:
 - i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc. upon completion
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, and Title, and Amount: A.3410 470 (Fire Prevention & Control - Contract)

Sample: A.1010 470 Legislative Board – Contract \$xx.xx

Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- In-State (needs Supervisory Committee authorization)
- Out-Of State (needs Board resolution)

The Public Safety Committee hereby authorizes Brian LaFlure

 (Supervisory Committee) (Employee Name)

to attend the NYSEMA Winter Conference

 (Name of meeting or organization)

at Syracuse, New York

 (Address)

on February 12-14, 2013. Mode of transportation to be used County Vehicle
 _____ (Dates) (County Vehicle or Mass Transportation)

If the mode of transportation is not a county vehicle or mass transportation, please explain:

Proper documentation must be attached when submitting for approval.
 (Please check documents attached)

- Notice of meeting or convention including cost.

For Overnight Travel

- Room rate \$ _____ GSA * Rate \$ 94.00
- Meal costs - GSA *per diem rate \$ _____

* www.gsa.gov

Date: _____

 Department Head Signature

Date: _____

 Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- In-State (needs Supervisory Committee authorization)
- Out-Of State (needs Board resolution)

The Public Safety Committee hereby authorizes Amy Drexel

(Supervisory Committee)

(Employee Name)

to attend the NYSEMA Winter Conference

(Name of meeting or organization)

at Syracuse, New York

(Address)

on February 12-14, 2013. Mode of transportation to be used County Vehicle

(Dates)

(County Vehicle or Mass Transportation)

If the mode of transportation is **not** a county vehicle or mass transportation, please explain:

Proper documentation must be attached when submitting for approval.

(Please check documents attached)

- Notice of meeting or convention including cost.

For Overnight Travel

Room rate \$ _____ GSA * Rate \$ 94.00

Meal costs - GSA *per diem rate \$ _____

* www.gsa.gov

Date: _____

Department Head Signature

Date: _____

Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- In-State (needs Supervisory Committee authorization)
- Out-Of State (needs Board resolution)

The Public Safety Committee hereby authorizes Brian LaFlure

 (Supervisory Committee) (Employee Name)

to attend the NYS Fire Coordinators Conference

 (Name of meeting or organization)

at the NYS Fire Academy - Montour Falls, NY

 (Address)

on March 21-22, 2013, Mode of transportation to be used County Vehicle

 (Dates) (County Vehicle or Mass Transportation)

If the mode of transportation is **not** a county vehicle or mass transportation, please explain:

Proper documentation must be attached when submitting for approval.
 (Please check documents attached)

- Notice of meeting or convention including cost.

For Overnight Travel

- Room rate \$ _____ GSA * Rate \$ _____
 - Meal costs - GSA *per diem rate \$ _____
- * www.gsa.gov

Date: _____

 Department Head Signature

Date: _____

 Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

****If this is the result of a grant award, also complete and submit Form No. 5 or 6***

DEPARTMENT NAME: Office of Emergency Services

DATE: January 24, 2013

(a) Purpose of Amendment: Increase both sides of the budget

(b) Appropriation Code, Object Code, Full Title and Amount:

A.3641 210 – Local Emergency Planning – Furniture	\$109
A.3641 410 – Local Emergency Planning – Supplies	\$23
A.3641 423 – Local Emergency Planning – Telephone	\$129
A.3641 428 – Local Emergency Planning – Data Processing/Internet	\$111
A.3641 444 – Local Emergency Planning – Travel/Education/Conference	\$2,386
A.3641 445 – Local Emergency Planning – Foods	\$6

(c) Revenue Code (with title), and Amount:

A.3641 4306 – Local Emergency Planning –
Local Emergency Plan – Fed \$2,764

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

****If this is the result of a grant award, also complete and submit Form No. 5 or 6***

DEPARTMENT NAME: Office of Emergency Services

DATE: January 24, 2013

(a) Purpose of Amendment: Increase both sides of the budget

(b) Appropriation Code, Object Code, Full Title and Amount:

A.3641 220 – Local Emergency Planning – Office Equipment	\$2,000
A.3641 410 – Local Emergency Planning – Supplies	\$264
A.3641 444 – Local Emergency Planning – Travel/Education/Conference	\$200

(c) Revenue Code (with title), and Amount:

A.3641 4306 – Local Emergency Planning –
Local Emergency Plan – Fed \$2,464

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

****If this is the result of a grant award, also complete and submit Form No. 5 or 6***

DEPARTMENT NAME: Office of Emergency Services

DATE: January 24, 2013

(a) Purpose of Amendment: Increase both sides of the budget

(b) Appropriation Code, Object Code, Full Title and Amount:

A.3645.4001 260 – FY09 State Homeland Security Program – Other Equipment \$33,202

(c) Revenue Code (with title), and Amount:

A.3645.4001 4380 – FY09 State Homeland Security Program –
State Homeland Security Program \$33,202

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

****If this is the result of a grant award, also complete and submit Form No. 5 or 6***

DEPARTMENT NAME: Office of Emergency Services

DATE: January 24, 2013

(a) Purpose of Amendment: Increase both sides of the budget

(b) Appropriation Code, Object Code, Full Title and Amount:

A.3645.4003 240 – FY11 State Homeland Security Program – Highway Equipment	\$55.62
A.3645.4003 250 – FY11 State Homeland Security Program – Technical Equipment	\$1,905.00
A.3645.4003 260 – FY11 State Homeland Security Program – Other Equipment	\$5,555.38

(c) Revenue Code (with title), and Amount:

A.3645.4003 4380 – FY11 State Homeland Security Program –
State Homeland Security Program \$7,516.00

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: Office of Emergency Services

DATE: January 24, 2013

- (a) Purpose of Request: To add the Director of the Office of Emergency Services to the Schedule "A" Exempt List of the Time Clock Policy and Procedure for the Time and Attendance System.

- (b) Details: At the time the policy was adopted, this was a part time position and the Director was not required to punch in or out under the Office of Emergency Services.

- (c) Previous Resolution Number: N/A

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

Refer to
Personnel
Comm

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: Office of Emergency Services

DATE: January 24, 2013

- (a) Purpose of Request: To amend the Memorandum of Understanding of the Adirondack Regional Interoperable Communications Consortium for the Office of Emergency Services and authorize the Chairman's signature approval for documents relating to the same.

- (b) Details: This is to amend the Memorandum of Understanding to include the following counties that were not listed when the resolution for the Consortium was adopted: Saratoga County, Hamilton County, Fulton County and Montgomery County.

- (c) Previous Resolution Number: 263 of 2011

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: Office of Emergency Services

DATE: January 24, 2013

- (a) Purpose of Request: To adopt the Training Center Policy and Procedures Manual for the Warren Washington County Regional Emergency Services Training and Educational Center.

- (b) Details: Approving the final manual as reviewed by the County Attorney's office.

- (c) Previous Resolution Number: N/A

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

Sheriff's Committee Agenda 01/24/13

1. Committee meeting called to order by Chairman
2. Motion to approve minutes of prior committee meeting.

Action Agenda

1. Request to send Lt. Steven Stockdale to Missing Persons training in Appleton, Wisconsin. No cost to County.
2. Request to amend 2012 county budget to add \$2,296.00 to revenue of Insurance recoveries A.3110 2680.

Topics for Discussion

1. We have filled 2 Correction Sergeants position due to 1 retirement and 1 resignation. We have filled two Correction Officer positions due to resignations. Total savings as a result is \$5,014.00.

Old Business / Pending Items

RESOLUTION REQUEST FORM NO. 15

Requesting Approval for Out-of-State Travel*

****If the conference announcement or details are available in writing, please attach.***

DEPARTMENT NAME: Sheriff

DATE: January 24, 2013

- (a) Dates of Travel: February 26- March 1, 2013
- (b) Purpose (include complete name of any conference, school, etc.): Missing Persons Training
- (c) City/Town & State: Appleton, Wisconsin
- (d) Employee(s) Traveling (include title(s): Lt. Steven Stockdale
- (e) Is County paying the costs or is another Agency? County to be reimbursed by Grant funding
- (f) Mode of Transportation to be Use: Airplane
(County Vehicle or Mass Transportation)

Please note: If County vehicle use is requested, upon resolution approval, please provide Fleet Manager Frank Morehouse with vehicle request form properly completed.

SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- In-State (needs Supervisory Committee authorization)
- Out-Of State (needs Board resolution)

The Sheriff (Supervisory Committee) hereby authorizes Lt. Steven Stockdale (Employee Name)

to attend MISSING Persons Training (Name of meeting or organization)

at Appleton, Wisconsin (Address)

on 2/26 - 3/1 (Dates) Mode of transportation to be used airline (County Vehicle or Mass Transportation)

If the mode of transportation is **not** a county vehicle or mass transportation, please explain:

Proper documentation must be attached when submitting for approval.

(Please check documents attached)

- Notice of meeting or convention including cost.

For Overnight Travel

- Room rate \$ _____ GSA* Rate \$ _____
- Meal costs - GSA*per diem rate \$ _____

*www.gsa.gov

Date: 1/21/13

[Signature]
Department Head Signature

Date: 1/24/13

[Signature]
Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

Please check to request a fleet vehicle.

REQUEST FOR USE OF FLEET VEHICLE

Filing Instructions:

1. Original with voucher to Auditor.
2. Copy to Frank Morehouse if fleet vehicle is needed.
3. Copy to Clerk of the Board with Resolution Request form if out-of-state travel.
4. Copy to Purchasing with Purchase Order, if required.
5. Copy to Commissioner of Administrative and Fiscal Services if credit card will be used.

FIRE PREVENTION & BUILDING CODE ENFORCEMENT

WARREN COUNTY MUNICIPAL CENTER

1340 STATE ROUTE 9

LAKE GEORGE NY 12845

Karen Putney
Administrator

518 761-6542
FAX 518 761-6564

E-mail fpbc@co.warren.ny.us

TO: PUBLIC SAFETY COMMITTEE
FIRE PREVENTION & BUILDING CODE ENFORCEMENT
FROM: KAREN PUTNEY, ADMINISTRATOR
DATE: JANUARY 24, 2013
RE: AGENDA

FIRE PREVENTION & BUILDING CODES PORTION

I. BUDGET PERFORMANCE REPORT

II. REPORTS

- A. MONTHLY ACTIVITY REPORT (DECEMBER) we finished 2012 8% down in **building permit** numbers and up 18% in revenues (which is just where we needed to be in revenues, \$159,895.60)
- B. COMPARISON OF **BUILDING PERMITS** ISSUED BY OCCUPANCY, 2011 TO 2012—note that **new** single family home permits remained the same for both years, 86
- C. NUMBER OF BUILDING PERMITS ISSUED PER TOWN, PER YEAR
- D. COPY OF NYS DIVISION OF CODES ANNUAL REPORT FOR 2012

III. INSPECTION NUMBERS

- A. BUILDING PERMIT INSPECTIONS, 3,866 (3 full-time inspectors)
- B. FIRE SAFETY INSPECTIONS, 603 (2012) COMPARED TO 265 (2011) (3 part-time inspectors)

- IV. 2012 REVENUE FIGURES—2012 PERMITS, \$116,120.60; 2012 FIRE SAFETY REVENUES, \$43,775.00; AND 2012 OTHER REVENUES (fines and copying charges), \$333.50. **TOTAL REVENUES FOR 2012, \$160,229.10** (we had estimated \$160,600.00)

V. FIRE SAFETY FEES DISCUSSION

- A. RESOLUTION TO SET FLAT FEE OF \$75.00 FOR CATEGORY IV BUILDINGS
- B. ADD DESIGNATION: Multiple food services within 1 (one) building, all owned and operated by one owner or tenant—one fee of \$75.00



Budget Performance Report

Date Range 01/01/12 - 12/31/12
 Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% used/Rec'd	Prior Year Total
Fund A - General											
REVENUE											
Department 3620 - Building & Fire Code											
2590	Building Permits	160,500.00	.00	160,500.00	11,164.00	.00	.00	159,895.60	604.40	100	.00
2609	Building Fines	.00	.00	.00	.00	.00	.00	200.00	(200.00)	+++	.00
2770	Other Unclassified Revenue	100.00	.00	100.00	4.75	.00	.00	133.50	(33.50)	134	.00
Department 3620 - Building & Fire Code Totals		\$160,600.00	\$0.00	\$160,600.00	\$11,168.75	\$0.00	\$0.00	\$160,229.10	\$370.90	100%	\$0.00
REVENUE TOTALS		\$160,600.00	\$0.00	\$160,600.00	\$11,168.75	\$0.00	\$0.00	\$160,229.10	\$370.90	100%	\$0.00
EXPENSE											
Department 3620 - Building & Fire Code											
110	Salaries - Regular	238,989.00	1,200.00	240,189.00	29,694.59	.00	.00	241,106.07	(917.07)	100	.00
130	Salaries - Part Time	37,934.00	938.00	38,872.00	5,106.28	.00	.00	39,209.36	(337.36)	101	.00
140	Salaries - Sick Leave Incentive	1,600.00	(400.00)	1,200.00	1,200.00	.00	.00	1,200.00	.00	100	.00
410	Supplies	2,000.00	(119.00)	1,881.00	55.65	.00	.00	1,524.47	356.53	81	.00
418	Ins-General Liability	1,650.00	(243.00)	1,407.00	.00	.00	.00	1,126.03	280.97	80	.00
422	Repair/Maint-Equipment	250.00	.00	250.00	.00	.00	.00	.00	250.00	0	.00
423	Telephone	700.00	.00	700.00	78.84	.00	.00	582.57	117.43	83	.00
424	Postage	1,400.00	30.00	1,430.00	135.64	.00	.00	1,368.90	61.10	96	.00
426	Subscriptions	925.00	19.00	944.00	.00	.00	.00	901.55	42.45	96	.00
427	Memberships & Dues	430.00	105.00	535.00	.00	.00	.00	535.00	.00	100	.00
428	Data Processing & Internet Fees	315.00	.00	315.00	.00	.00	.00	315.00	.00	100	.00
441	Auto-Supplies & Repair	2,000.00	2,669.00	4,669.00	2,101.14	.00	.00	4,499.55	169.45	96	.00
442	Automotive - Gas & Oil	11,000.00	89.00	11,089.00	906.25	.00	.00	10,100.91	988.09	91	.00
444	Travel/Education/Conference	500.00	.00	500.00	.00	.00	.00	397.00	103.00	79	.00
453	Uniforms & Clothing	775.00	.00	775.00	.00	.00	.00	493.00	282.00	64	.00
470	Contract	18,000.00	.00	18,000.00	.00	.00	.00	18,000.00	.00	100	.00
810	Retirement	45,302.00	69.88	45,371.88	5,565.97	.00	.00	45,184.91	186.97	100	.00
830	Social Security	17,269.00	132.56	17,401.56	2,188.68	.00	.00	17,171.38	230.18	99	.00
831	Medicare Contribution	4,039.00	31.00	4,070.00	511.88	.00	.00	4,015.89	54.11	99	.00
840	Workmen's Compensation	161.00	.00	161.00	.00	.00	.00	160.31	.69	100	.00
860	Hospitalization	50,914.00	470.00	51,384.00	4,711.95	.00	.00	51,383.19	.81	100	.00
865	Dental Insurance	696.00	10.00	706.00	68.00	.00	.00	706.00	.00	100	.00
Department 3620 - Building & Fire Code Totals		\$436,849.00	\$5,001.44	\$441,850.44	\$52,324.87	\$0.00	\$0.00	\$439,981.09	\$1,869.35	100%	\$0.00
EXPENSE TOTALS		\$436,849.00	\$5,001.44	\$441,850.44	\$52,324.87	\$0.00	\$0.00	\$439,981.09	\$1,869.35	100%	\$0.00
Fund A - General Totals											
REVENUE TOTALS		160,600.00	.00	160,600.00	11,168.75	.00	.00	160,229.10	370.90	100	.00
EXPENSE TOTALS		436,849.00	5,001.44	441,850.44	52,324.87	.00	.00	439,981.09	1,869.35	100	.00
Fund A - General Totals		(\$276,249.00)	(\$5,001.44)	(\$281,250.44)	(\$41,156.12)	\$0.00	\$0.00	(\$279,751.99)	(\$1,498.45)		\$0.00
Grand Totals											



Budget Performance Report

Date Range 01/01/12 - 12/31/12

Include Rollup Account and Rollup to Account

REVENUE TOTALS	160,600.00	.00	160,600.00	11,168.75	.00	160,229.10	370.90	100	.00
EXPENSE TOTALS	436,849.00	5,001.44	441,850.44	52,324.87	.00	439,981.09	1,869.35	100	.00
Grand Totals	(\$276,249.00)	(\$5,001.44)	(\$281,250.44)	(\$41,156.12)	\$0.00	(\$279,751.99)	(\$1,498.45)		\$0.00

**WARREN COUNTY DEPARTMENT OF FIRE PREVENTION &
BUILDING CODE ENFORCEMENT**

DECEMBER 2012

ACTIVITY REPORT FROM 01/01/2012-12/31/2012

		No. of Permits			
		01/01/2012-12/31/2012		01/01/2012-12/31/2012	
		New Const.	Add. or Alter.	New Const.	Add. or Alter.
A1	Assembly Group	0	0	0	0
A2	Assembly Group	0	12	0	12
A3	Assembly Group	3	6	3	6
A4	Assembly Group	0	0	0	0
A5	Assembly Group	0	0	0	0
B1	Business	1	7	1	7
B2	Business	0	0	0	0
B3	Business	0	0	0	0
D1	Demolition	50	0	50	0
E1	Educational Group	0	0	0	0
F1	Factory Group	1	3	1	3
F2	Factory Group	0	0	0	0
H1	High-Hazard Group	0	0	0	0
H2	High-Hazard Group	0	0	0	0
H3	High-Hazard Group	0	0	0	0
H4	High-Hazard Group	0	0	0	0
H5	High-Hazard Group	0	0	0	0
I1	Institutional	0	0	0	0
I2	Institutional	0	1	0	1
I3	Institutional	0	0	0	0
I4	Institutional	0	1	0	1
M1	Mercantile	0	2	0	2
P1	Permit Renewals	403	0	403	0
R1	Residential Group	0	11	0	11
R2	Residential Group	3	14	3	14
R3	Residential Group	0	2	0	2
R4	Residential Group	0	0	0	0
RM	Residential Manufactured Home	15	10	15	10
S1	Storage	1	2	1	2
S2	Storage	1	1	1	1
SF	SINGLE FAMILY DWELLING	71	172	71	172
TF	TWO FAMILY DWELLING	0	2	0	2
TH	TOWNHOUSE	0	2	0	2
U1	Miscellaneous	110	20	110	20
Permit Subtotal		659	268	659	268
Permit Total		927		927	

_____ Field Inspections
 \$159,895.60 Total Fees For Date Range

_____ Public Assembly Inspections
 _____ Fire Inspections

WARREN COUNTY BUILDING PERMITS ISSUED

A--Assembly (Restaurants, Theaters, Exhibit Halls, Arenas, Amusement, etc.)

2011: 12 alt./add. 2 new 2012: 18 add./alt. 3 new

B--Business (Offices, Banks, Motor Vehicle Showrooms, etc.)

2011: 12 alt./add. 1 new 2012: 7 add./alt. 1 new

E--Education

2011: 1 add./alt. 0 new 2012: 0 add./alt. 0 new

F--Factory

2011: 1 add./alt. 1 new 2012: 3 add./alt. 1 new

H--High Hazard Group

2011: 0 add./alt. 0 new 2012: 0 add./alt. 0 new

I--Institutional (Group Homes, Nursing Homes, etc.)

2011: 1 add./alt. 0 new 2012: 1 add./alt. 0 new

M--Mercantile (Stores, Sales Rooms, Fuel-dispensing Facilities)

2011: 5 add./alt. 0 new 2012: 2 add./alt. 0 new

R--Residential (Motels, Hotels, Apartments, etc. not 1, 2, 3 Family Dwellings or Townhouses,)

2011: 12 add./alt. 5 new 2012: 16 add./alt. 3 new

S--Storage (Moderate and Low Hazard: aircraft hangers, parking garages, motor vehicle repair, etc.)

2011: 2 add./alt. 1 new 2012: 3 add./alt. 2 new

SF--Single Family Dwelling

2011: 182 add./alt. 86 new 2012: 172 add./alt. 86 new

TF--Two Family Dwelling

2011: 1 add./alt. 3 new 2012: 2 add./alt. 0 new

TH--Townhouses

2011: 1 add./alt. 0 new 2012: 2 add./alt. 0 new

U--Miscellaneous (private garages, swimming pools, tool sheds etc.)

2011: 17 add./alt. 141 new 2012: 20 add./alt. 110 new

Demolition

2011: 67 2012: 50

Permit Renewals

2011: 444 2012: 403

**WARREN COUNTY DEPARTMENT OF
FIRE PREVENTION & BUILDING CODE ENFORCEMENT**

NUMBER OF PERMITS ISSUED

	BOLTON	CHESTERTOWN	HAGUE	HORICON	JOHNSBURG	LAKE GEORGE TOWN	LAKE LUZERNE	STONY CREEK	THURMAN	WARRENSBURG	LAKE GEORGE VILLAGE	WARREN COUNTY OWNED FACILITIES	TOTAL FOR YEAR
1984		40	36	55	39	78	96	19	18	80	22		483
1985		67	74	72	42	118	119	19	20	127	49		707
1986		115	88	96	60	130	147	38	34	138	40		886
1987		107	47	106	104	114	123	29	39	141	34		844
1988		147	52	135	178	264	133	50	45	143	35		1182
1989		118	49	120	115	180	136	41	46	155	34		994
1990		144	53	157	94	204	144	47	82	117	33		1075
1991		124	53	113	90	162	139	40	78	130	32		961
1992		133	44	121	96	121	145	42	77	130	39		948
1993		123	49	105	77	158	131	42	61	102	32		880
1994		125	48	110	63	148	137	37	60	114	28	1	871
1995		102	48	110	58	149	129	45	71	89	29	3	833
1996		119	54	114	73	137	145	41	60	108	26	1	878
1997	17	100	54	124	59	137	107	42	58	92	30		820
1998	113	113	60	109	57	128	143	35	49	119	32	5	963
1999	122	121	58	102	68	174	138	33	59	113	20	5	1013
2000	122	168	57	96	64	163	117	43	69	106	21		1026
2001	125	141	46	118	69	157	103	34	67	119	28	1	1008
2002	147	171	62	138	75	156	116	35	80	126	34	3	1143
2003	182	170	74	130	58	156	125	29	66	113	24	2	1129
2004	176	177	69	164	88	179	165	39	74	125	25	3	1284
2005	195	224	69	164	125	188	159	29	77	140	29	2	1401
2006	193	215	96	194	128	175	173	44	110	153	32	2	1515
2007	171	178	78	170	114	149	141	40	72	130	25	2	1270
2008	166	187	73	147	108	131	122	34	69	114	23	7	1181
2009	156	133	74	131	94	117	95	23	61	85	26	5	1000
2010	154	133	61	130	76	119	101	21	65	77	29	8	974
2011	165	142	64	147	82	108	93	21	47	102	26	6	1003
2012	134	113	61	116	79	135	99	23	52	74	33	8	927
GRAND TOTAL	2338	3950	1751	3594	2433	4335	3721	1015	1766	3362	870	64	29199



New York State Department of State
Division of Code Enforcement and Administration
 99 Washington Avenue, Suite 1160
 Albany, NY 12231
 Phone: (518) 474-4073 FAX: (518) 486-4487
 www.dos.state.ny.us

Submit by Email

Print Form

Page 1 of 6
 Reporting Year: 2012

19 NYCRR PART 1203
 UNIFORM CODE: MINIMUM STANDARDS FOR ADMINISTRATION AND ENFORCEMENT

LOCAL GOVERNMENT

Uniform Code Administration and Enforcement Report

GENERAL INFORMATION

Municipality	<u>Warren County</u>	Name of Code Official	<u>Karen Putney</u>
City/Town/Village or County	<u>County</u>	Title of Code Official	<u>Administrator</u>
Address	<u>Warren County Municipal Center</u>	Code Official DOS Certification #	<u>0487-7152B</u>
Address	<u>1340 State Route 9</u>	Hours worked per week:	<u>35</u>
Zip/Postal Code	<u>Lake George NY 12845</u>	Phone Number:	<u>518 761-6542</u>
County:	<u>Warren</u>	E-mail Address:	<u>fpbc@warrencountyny.gov</u>

To list additional Code Enforcement Officials enforcing the Uniform Code within your municipality, please use page 6 of this form

CODE ENFORCEMENT

1a. Are third-party contracted services used to meet the requirements of 19 NYCRR Part 1203?	<input type="checkbox"/> Yes	2a. Does the fire department perform fire safety inspections?	<input type="checkbox"/> No
1b. If Yes, does the third-party meet the educational requirements of §1203.2(e)(1)?	<input type="checkbox"/> Unknown	2b. If No, who is responsible for fire safety inspections?	<input type="checkbox"/> Code Official

19 NYCRR PART 1203.2

LOCAL LAW, ORDINANCE, REGULATION

Please list the local law, ordinance or other appropriate regulation that provides for the administration and enforcement of the New York State Uniform Fire Prevention and Building Code and Energy Conservation Construction Code in this municipality:

Warren County Local Law No. 12 of 2007

19 NYCRR PART 1203.3(a)

BUILDING PERMITS (Number of permits issued for this reporting year)

3. New One- or Two-family dwellings:	<input type="text" value="86"/>	7. Additions, alterations or repairs on existing dwellings and residential buildings or occupancies:	<input type="text" value="213"/>
4. New Commercial/Industrial buildings:	<input type="text" value="5"/>	8. Additions, alterations or repairs on existing commercial/industrial/hazardous buildings:	<input type="text" value="32"/>
5. New Hazardous (H) occupancies:	<input type="text" value="0"/>	9. All other permits (pools, sheds, decks, plumbing, HVAC, etc.)	<input type="text" value="738"/>
6. New Residential (R) occupancies: (not including One- or Two-Family)	<input type="text" value="3"/>	10. Number of Certificates of Occupancy or Compliance issued for all occupancies:	<input type="text" value="519"/>

19 NYCRR PART 1203.3(c)

STOP WORK ORDERS

11. Number of Stop Work Orders issued this reporting year:	<input type="text" value="45"/>
--	---------------------------------

19 NYCRR PART 1203.3(e)

NOTIFICATION OF FIRE OR EXPLOSION

12. Have procedures been established for notification by the chief of your fire department(s) regarding fire or explosion involving any structural damage, fuel burning appliance, chimney or gas vent?	<input type="checkbox"/> Yes
---	------------------------------

19 NYCRR PART 1203.3(f)

UNSAFE STRUCTURES AND EQUIPMENT

13. Have procedures been established for identifying and addressing unsafe structures and equipment?	<input type="checkbox"/> Yes
--	------------------------------

19 NYCRR PART 1203
 UNIFORM CODE: MINIMUM STANDARDS FOR ADMINISTRATION AND ENFORCEMENT

LOCAL GOVERNMENT

Uniform Code Administration and Enforcement Report

Reporting Year: **2012**

Municipality

Warren County

19 NYCRR PART 1203.3(g) **OPERATING PERMITS** (Number of operating permits issued for this reporting year)

14a. Are operating permits required by the municipality?

Yes

14e. buildings containing one or more areas of public assembly with an occupant load of 100 persons or more:

117

14b. Manufacturing, storing or handling hazardous materials in quantities exceeding those listed in Tables 2703.1.1(1), 2703.1.1(2), 2703.1.1(3) or 2703.1.1(4), of the Fire Code of New York State (see 19 NYCRR Part 1225):

0

14f. Buildings whose use or occupancy classification may pose a substantial potential hazard to public safety, as determined by the government or agency charged with or accountable for administration and enforcement of the Uniform Code:

0

14c. Hazardous processes and activities, including but not limited to, commercial and industrial operations which produce combustible dust as a by-products, fruit and crop ripening, and waste handling:

1

14d. Use of pyrotechnic devices in assembly occupancies:

0

14g. Other:

Please Specify:

19 NYCRR PART 1203.3(h) **FIRE SAFETY AND PROPERTY MAINTENANCE INSPECTIONS**

Area of Public Assembly (with an occupant load of 50 or more and not an accessory use):

15a. Number of occupancies in this municipality:

350

15b. Number of occupancies inspected in this municipality:

254

Multiple Dwellings (not including dormitories):

16a. Number of buildings containing 3 or more dwelling units in this municipality:

300

16b. Total number of dwelling units in multiple dwellings: (contained in Item 16a)

2,400

16c. Number of multiple dwelling buildings inspected (from Item 16a):

147

Commercial/Industrial occupancies (not included above):

17a. Number of occupancies in this municipality:

500

17b. Number of occupancies inspected in this municipality:

202

19 NYCRR PART 1203 **SPECIAL INSPECTIONS**

18a. Are special inspections required by the municipality?

Yes

18c. Is a statement of special inspections required as part of a condition for permit issuance?

Yes

18b. Does the municipality retain special inspection reports?

Yes

18d. Are special inspection reports required to be submitted prior to the issuance of a certificate of compliance or completion?

Yes

19 NYCRR PART 1203 **CODE COMPLIANCE**

19a. Has your municipality adopted more restrictive local standards (requirements) to the **Uniform Fire Prevention and Building Code** (Uniform Code)?

Yes, Residential only

Yes, Commercial only

Yes, Commercial and Residential

No

19b. If Yes, has a petition been filed with the State Fire Prevention and Building Code Council per Executive Law Article 18 Section 379?

Yes

No

Unknown

20a. Has your municipality adopted more restrictive local standards (requirements) to the **State Energy Conservation Construction Code** (Energy Code)?

Yes, Residential only

Yes, Commercial only

Yes, Commercial and Residential

No

20b. If Yes, has the more restrictive local standard (requirements) for the Energy Code been filed with the Code Council, per Energy Law (Article 11-§109)?

Yes

No

Unknown

19 NYCRR PART 1203
 UNIFORM CODE: MINIMUM STANDARDS FOR ADMINISTRATION AND ENFORCEMENT

LOCAL GOVERNMENT

Uniform Code Administration and Enforcement Report

Reporting Year: **2012**

Municipality

Warren County

19 NYCRR PART 1203

CODE COMPLIANCE

21. Has the municipality adopted Green or Sustainable Building Standards for construction?

- Yes, Residential only Yes, Commercial only Yes, Commercial and Residential No

22. Please check all procedures used by the municipality to ensure compliance with the Uniform Code:

- Field Inspections Plan Reviews Software Report/Print-out Compliance Check List

Other (Please Specify): _____

23. Please check all procedures used by the municipality to ensure compliance with the Energy Code:

- Field Inspections Plan Reviews Software Report/Print-out Compliance Check List

Other (Please Specify): _____

24. On average, how many site inspections are conducted for Uniform Code compliance for each new residential building?

- 0 1 2 3 4 or more

25. On average, how many site inspections are conducted for Uniform Code compliance for each new commercial building?

- 0-2 3-5 6-9 10-14 15 or more

26. On average, how many site inspections are conducted for Energy Code compliance for each new residential building?

- 0 1 2 3 4 or more

27. On average, how many site inspections are conducted for Energy Code compliance for each new commercial building?

- 0 1 2 3 4 or more

19 NYCRR PART 1203

ENERGY CODE

28. Based on the municipality's records, what method of Energy Code compliance is submitted most often for Residential construction?
 (Rank in order from 1 to 6, with 1 being the most used method)

Software RESCheck	<input type="text" value="2"/>	Trade-off Method	<input type="text" value="6"/>	Prescriptive Method	<input type="text" value="1"/>
Other Software Method	<input type="text" value="3"/>	Worksheets (DOS Web site)	<input type="text" value="5"/>	Energy Analysis Method	<input type="text" value="4"/>

29. Based on the municipality's records, what method of Energy Code compliance is submitted most often for Commercial construction?
 (Rank in order from 1 to 6, with 1 being the most used method)

Software COMCheck	<input type="text" value="1"/>	Trade-off Method	<input type="text" value="6"/>	Prescriptive Method	<input type="text" value="2"/>
Other Software Method	<input type="text" value="3"/>	Worksheets (DOS Web site)	<input type="text" value="5"/>	Energy Analysis Method	<input type="text" value="4"/>

New York State Department of State
Division of Code Enforcement and Administration
99 Washington Avenue, Suite 1160
Albany, NY 12231
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www.dos.state.ny.us

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19 NYCRR PART 1203
UNIFORM CODE: MINIMUM STANDARDS FOR ADMINISTRATION AND ENFORCEMENT

LOCAL GOVERNMENT

Uniform Code Administration and Enforcement Report

Reporting Year: **2012**

Municipality

Warren County

19 NYCRR PART 1203.3(i) **COMPLAINTS**

30a. Total number of all registered Uniform Code related complaints received for this reporting year:

65

31a. Total number of all registered Energy Code related complaints received for this reporting year:

3

30b. Total number of all registered Uniform Code related complaints acted upon for this reporting year:

65

31b. Total number of all registered Energy Code related complaints acted upon for this reporting year:

3

19 NYCRR PART 1203.3(j) **RECORD KEEPING**

32. Has a system of records of the features and activities specified in 19 NYCRR 1203.3(a) through (i) been established and maintained?

Yes

ADDITIONAL INFORMATION

Additional information/comments:

SIGNATURE

Name and Title of person completing this form: Karen Putney

A Signature is not required when submitting this form electronically
E-mail Address: fpbc@warrencountyny.gov

Phone: 518 761-6542

Signature: Karen Putney

Date: Jan 7, 2013

Title 19 NYCRR Part 1203, requires every city, village, town, and county, charged with administration and enforcement of the Uniform Code to annually submit a report of its activities to the Secretary of State. The information provided on this form is used to verify your municipality's compliance with the minimum standards for administration and enforcement of the Uniform Code contained in Part 1203. The information provided will also be used to develop education, outreach and support programs for municipalities and code enforcement officials.

PLEASE NOTE

Please complete this form electronically and e-mail to the Division of Code Enforcement and Administration (Codes Division). Please use the 'Submit by Email' button found on the upper right hand corner to submit the form. E-mail this form to the Division of Code Enforcement and Administration no later than January 30th of the year following the reporting year (example: the deadline for the 2009 Reporting Year is January 30, 2010). **Once the electronic form is received, the Codes Division will respond with an e-mail acknowledging receipt of the form within three business days. If an acknowledgment e-mail is not received from the Codes Division, please fax or mail a copy of the form to the address below.**

If e-mail is unavailable, this form may be mailed or faxed to the Department of State at the following address:

New York State Department of State
Division of Code Enforcement and Administration
99 Washington Avenue, Suite 1160
Albany, NY 12231
Phone: (518) 474-4073 Fax: (518) 486-4487
www.dos.state.ny.us

LOCAL GOVERNMENT

Uniform Code Administration and Enforcement Report Page 5 of 6

PLEASE NOTE

Please complete this form electronically and e-mail to the Division of Code Enforcement and Administration (Codes Division). Please use the 'Submit by Email' button found on the upper right hand corner to submit the form. E-mail this form to the Division of Code Enforcement and Administration no later than April 1st of the year following the reporting year (example: the deadline for the 2012 Reporting Year is April 01, 2013). **Once the electronic form is received, the Codes Division will respond with an e-mail acknowledging receipt of the form within three business days. If an acknowledgment e-mail is not received from the Codes Division, please fax or mail a copy of the form to the address below.**

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Albany, NY 12231
Phone: (518) 474-4073 Fax: (518) 486-4487
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INSTRUCTIONS

These instructions follow the order of requested information on the Annual Local Code Administration and Enforcement Report form, and are intended to clarify the response required for a complete report. If you still have questions after reading the report form and these instructions, please call the Department of State, Division of Code Enforcement and Administration at (518) 474-4073.

GENERAL INFORMATION:

- Use one form for each municipality.
- The "Reporting Year" is the calendar year (January through December) for which the reported data has been collected.
- The "Code Official" is the official enforcing the New York State Uniform Fire Prevention and Building Code (Uniform Code) in the municipality.
- Provide the information for the primary code enforcement official. If the primary code enforcement official is not yet certified, enter the expected certification completion date, instead of the certification number, in the DOS certification # space.
- If there is more than one code enforcement official in the municipality, use page 6 to list the additional code enforcement officials. If an individual is not yet certified, enter the expected certification completion date, instead of the certification number, in the DOS certification # space.

CODE ENFORCEMENT: (Items 1a through 2b) Answer 1a and 1b based on the use of third-party contracted services for Uniform Code administration and enforcement in the municipality. Answer 2a and 2b to indicate who is responsible for performing fire safety inspections in the municipality.

LOCAL LAW, ORDINANCE, REGULATION: Enter the name and number of the local law, ordinance and/or regulation that provides for the administration and enforcement of the Uniform Code in the municipality (example: Local Law #12 of 2006).

BUILDING PERMITS: (Items 3 through 10) Enter the number of building permits issued for each occupancy type listed. Building permits not included in 3 through 8 should be entered in 9. Enter the number of certificates of occupancy and/or compliance issued in 10.

STOP WORK ORDER: (Item 11) Enter the number of stop work orders issued. If none have been issued, enter 0.

NOTIFICATION OF FIRE OR EXPLOSION and UNSAFE STRUCTURES AND EQUIPMENT: (Items 12 and 13) Answer 'Yes' or 'No' if procedures have been established.

OPERATING PERMITS: (Items 14a through 14g) Answer 'Yes' or 'No' if operating permits are issued. If the answer is 'Yes,' enter the number of operating permits issued for each of the items listed in 14a through 14f. If the municipality requires operating permits not listed in 14b through 14g, enter the number of those operating permits issued in 14f. Give a brief description of each of the additional operating permits in the space provided.

FIRE SAFETY AND PROPERTY MAINTENANCE INSPECTIONS: (Item 15 through 17) Enter the number of occupancies in the municipality for each occupancy type listed in 15a, 16a, and 17a. In 16b, enter the total number of dwelling units in the multiple dwelling buildings. Enter the total number of buildings inspected this reporting year in 15b, 16c and 17b; for each type of occupancy as described in 15a, 16a and 17a. Note: If an exact number is unknown for 15 through 17, enter an estimated number.

SPECIAL INSPECTIONS: (Items 18a - 18d) Answer 18a through 18d in reference to special inspections as defined in §1702 of the *Building Code of New York State*.

CODE COMPLIANCE: (Items 19 through 27) Answer 19a through 27 based on the municipality's administration and enforcement of the Uniform Code and the Energy Code.

ENERGY CODE: (Items 28 through 29) Answer 27 through 29 based on the municipality's records in regards to the administration and enforcement of the Energy Code.

COMPLAINTS: (Items 30 - 31) Enter the number of Uniform Code- and Energy Code-related complaints received in 30a and 31a. Enter the number of Uniform Code- and Energy Code-related complaints acted upon in 30b and 31b. Note: If an exact number is unknown for 30 or 31, enter an estimated number.

RECORD KEEPING: (Item 32) Answer 'Yes' or 'No' if a record keeping system for activities specified in 19 NYCRR Part 1203.3(a) has been established and maintained.

ADDITIONAL INFORMATION: Provide any additional information or comments that may prove helpful in processing the form.

SIGNATURE: Enter the name, title, e-mail and phone number of the person completing the form. If the form is being submitted electronically (via e-mail), no signature is required.

Please use the 'Submit by Email' button found on the upper right hand corner to submit the form electronically.

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: Fire Prev. & Bldg. Code Enforcement

DATE: January 24, 2013

- (a) Purpose of Request: To amend and modify the Fire Safety Inspections section of the Fee Schedule

- (b) Details: To add a subdivision: Category IV Buildings--\$75.00 and modify the existing fees to include: Multiple food services within 1 (one) building, all owned and operated by one owner or tenant--one fee of \$75.00 (see attached schedule)

- (c) Previous Resolution Number: 680 of 2011

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

WARREN COUNTY DEPARTMENT OF
FIRE PREVENTION & BUILDING CODE ENFORCEMENT

1340 State Route 9
Lake George, NY 12845
518 761-6542
Fax 518 761-6564

FEE SCHEDULE

(All fees figured to the nearest dollar)

ONE AND TWO FAMILY DWELLINGS —INCLUDING MODULAR HOMES

NEW CONSTRUCTION (INCLUDING ADDITIONS) PER SQ. FT.....	\$.12
ALTERATIONS—PER SQ. FT.....	\$.08
MINIMUM FEE FOR CONSTRUCTION OR ALTERATIONS.....	50.00
CERTIFICATE OF OCCUPANCY (PER UNIT).....	25.00

RESIDENTIAL GARAGES, POLE BARNs & STORAGE SHEDS

PER SQ. FT.	\$.10
MINIMUM FEE.....	50.00

MANUFACTURED HOMES—FORMERLY MOBILE HOMES

SINGLE, DOUBLE, AND TRIPLE WIDTH... WITHOUT FOUNDATION (INCLUDES C.O.).....	50.00
SINGLE, DOUBLE, AND TRIPLE WIDTH... WITH FOUNDATION (INCLUDES C.O.).....	100.00

MULTIPLE DWELLINGS (MOTELS, HOTELS, TOWNHOUSES, ETC.)

NEW CONSTRUCTION (INCLUDING ADDITIONS) PER SQ. FT.....	\$.15
ALTERATIONS—PER SQ. FT.....	\$.12
MINIMUM FEE FOR CONSTRUCTION OR ALTERATIONS.....	75.00
CERTIFICATE OF OCCUPANCY.....	50.00
C.O. FOR TOWNHOUSES PER UNIT.....	25.00

BUSINESS, MERCANTILE, INDUSTRIAL, ASSEMBLY, INSTITUTIONAL

NEW CONSTRUCTION (INCLUDING ADDITIONS) PER SQ. FT.....	\$.15
ALTERATIONS—PER SQ. FT.....	\$.12
MINIMUM FEE FOR CONSTRUCTION OR ALTERATIONS.....	75.00
CERTIFICATE OF OCCUPANCY.....	50.00

DEMOLITION..... 50.00

SWIMMING POOLS..... 50.00

SOLID FUEL BURNING DEVICE—INCLUDES INSPECTION (PER EACH DEVICE)..... 50.00

SEPTIC PERMITS..... 50.00

FIRE SAFETY INSPECTIONS

PER TENANT AND/OR CLASSIFICATION (USE).....	75.00
(where there are multiple food services within one building, all owned and operated by one owner or tenant— one fee of \$75.00 will be charged for the food services)	
BUILDINGS PRESENTLY LISTED AS CATEGORY IV OF THE NYSBC.....	FLAT FEE OF \$75.00

TEMPORARY CERTIFICATE OF OCCUPANCY (EACH ISSUANCE)..... 25.00

PERMIT RENEWAL FEES..... ONE HALF ORIGINAL FEE FOR AN ADDITIONAL YEAR

AMENDMENT FEE..... BASED ON THE TYPE OF USE PER THE INCREASED SQUARE FOOTAGE RATE