

County Facilities Committee
Fire Prevention & Building Code Enforcement Agenda
December 2, 2025

COMMITTEE MEMBERS: Supervisors Bruno, Geraci, Conover, Diamond, Strough, Etu, Thomas - Chair of the Board shall serve as an Ex-Officio member when needed in accordance with the Section C(4) of the Rules of the Board

I. Committee meeting called to order by the Chair

II. Approval of minutes of prior Committee Meeting

III. Action Agenda/New Business Items:

1. 800 Codes Budget Transfer
2. Fee Schedule Increases

IV. Discussion Items: None

V. Referrals/Pending Items:

VI. Privilege of the Floor and public comment (please allow 15 second delay on live stream meetings)

VII. Motion to Adjourn

Attachments:

1. Expense Budget Exception Report
2. Resolution Request Form #10
3. Resolution Request Form #20
4. Fee Comparisons
5. Proposed 2026 Fee Schedule

WARREN COUNTY
Expense Budget Exception Report
 Through Date: 11/3/2025

Account Number	Amended Budget	Y-T-D Transactions	Y-T-D Encumbrances	Y-T-D Balance	Amount Over/Under Budget	% Used
Fund: A General						
Department: 3620 Building & Fire Code						
860 - Hospitalization	\$81,024.00	\$83,523.21	\$0.00	\$83,523.21	(\$2,499.21)	103.08%
865 - Dental Insurance	\$1,224.00	\$1,260.42	\$0.00	\$1,260.42	(\$36.42)	102.98%
Department: 3620 Building & Fire Code Totals:	\$82,248.00	\$84,783.63	\$0.00	\$84,783.63	(\$2,535.63)	103.08%
Fund Totals: General	\$82,248.00	\$84,783.63	\$0.00	\$84,783.63	(\$2,535.63)	103.08%
Grand Totals:	\$82,248.00	\$84,783.63	\$0.00	\$84,783.63	(\$2,535.63)	103.08%

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

DEPARTMENT NAME: Building Code Enforcement

SIGNED: 

DATE: 11/5/2025

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.3620 130	Saleries - Part Time	A.3620 860	Hospitalization	\$24,000
A.3620 130	Saleries - Part Time	A.3620 865	Dental Insurance	\$600

Please state reason for transfers requested:
Overages in Hospitalization (.860) and Dental Insurance (.865)

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Account- Other Payments/Contributions			

Please state reason for transfer request:

Please file original request with Clerk of the Board and retain copy for your records.

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 Prevention & Building Code Enforcement

DATE: 11/7/2025

(a) Purpose of Request:
To increase the fee schedule to the price highlighted in the agenda attachment

(b) Details:

(c) Previous Resolution Number:
277 of 2022

(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

	Proposed 1/1/2026 Fee Changes	Current 2025 Fees
New 1 & 2 Family Dwellings	\$.35 sq.ft. \$150 Min.	\$.20 sq.ft. \$150 Min.
Additions & Alterations 1 & 2 Family Dwellings	\$.35sq.ft. \$75 Min.	\$.20sq.ft. \$50 Min.
Residential Garages, Pole Barns, Sheds	\$.35 sq.ft. \$100 Min.	\$.20 sq.ft. \$100 Min.
Multiple Dwellings (Town Homes, Hotel, Motels, Ect.)	0.35 sq.ft. Min. \$300	0.25 sq.ft. Min. \$300
Multipal Dwellings/ Alterations	\$.35 sq.ft. Min. \$150	\$.25 sq.ft. Min. \$100
New Commercial	\$.45 sq.ft. Min. \$300	\$.30 sq.ft. Min. \$200
Commercial Alterations & Additions	\$.45 sq.ft. Min. \$150	\$.25 sq.ft. Min. \$100
Building Permit Amendment Fee	Residential \$.35 sq.ft. \$50 Minimum Commercial \$.45 sq.ft. \$100 Minimum	\$.20 sq.ft. - Residential \$.30 sq.ft.-Commercial
Solar	\$100 Residential \$200 Commercial	\$50 Residential \$100 Commercial

WARREN COUNTY DEPARTMENT OF
FIRE PREVENTION & BUILDING CODE ENFORCEMENT
1340 State Route 9
Lake George, NY 12845
518 761-6542

JANUARY 2026

*****FEE SCHEDULE*****

(All fees figured to the nearest dollar)

ONE- AND TWO-FAMILY DWELLINGS & TOWNHOUSES —INCLUDING MODULAR HOMES

NEW CONSTRUCTION -- PER SQ. FT.	\$.35
MINIMUM FEE FOR CONSTRUCTION	\$150.00
ALTERATIONS & ADDITIONS—PER SQ. FT.....	\$.35
MINIMUM FEE	\$75.00
CERTIFICATE OF OCCUPANCY (PER UNIT)	\$25.00

RESIDENTIAL AMENDMENT

PER SQ FT.....	\$.35
MINIMUM FEE FOR AMENDMENT.....	\$50.00

RESIDENTIAL GARAGES, POLE BARN & STORAGE SHEDS

PER SQ. FT.	\$.35
MINIMUM FEE	\$100.00

MANUFACTURED HOMES..... \$100.00

COMMERCIAL

NEW CONSTRUCTION -- PER SQ. FT.	\$.45
MINIMUM FEE.....	\$300.00
ALTERATIONS & ADDITIONS --PER SQ. FT.....	\$.45
MINIMUM FEE	\$150.00
CERTIFICATE OF OCCUPANCY.....	\$50.00

COMMERCIAL AMENDMENT

PER SQ FT.....	\$.45
MINIMUM FEE FOR AMENDMENT.....	\$100.00

DEMOLITION

RESIDENTIAL.....	\$100.00
COMMERCIAL.....	\$200.00

SWIMMING POOLS..... \$100.00

SOLAR

RESIDENTIAL.....	\$100.00
COMMERCIAL.....	\$200.00

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

SEPTIC PERMITS..... \$75.00

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)	

TEMPORARY CERTIFICATE OF OCCUPANCY (EACH ISSUANCE) \$25.00

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

CERTIFICATE OF OCCUPANCY/VIOLATION SEARCH..... \$25.00

FEE FOR BUILDING WITHOUT A PERMIT..... EQUAL TO THE PERMIT FEE OR
\$100.00 WHICHEVER IS GREATER