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| Topic: | Local Boards; Zoning; Site Plan Approval; Site Design Standards |
| Resource Type: | Regulations |
| State: | New York |
| Jurisdiction Type: | Municipal |
| Municipality: | Town of Malta |
| Year (adopted, written, etc.): | 1999 |
| Community Type – applicable to: | Suburban; Rural |
| Title: | Town of Malta Department of Building & Planning Ordinance |
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Abstract

Chapter 3 of the Town Code for the Town of Malta creates the Department of Building and Planning in order to provide for the efficient administration and enforcement of laws relating to planning, zoning, fire safety and prevention, building construction, the environment, development, master planning and such other areas the Town Board may deem appropriate.

Resource

Town of Malta NY Department of Building and Planning
Code of the Town of Malta NY
Chapter 3: Building and Planning, Department of
General Code
Chapter 3: BUILDING AND PLANNING, DEPARTMENT OF
[HISTORY: Adopted by the Town Board of the Town of Malta 7-6-1999 by L.L. No. 1-1999.
Amendments noted where applicable.]

§ 3-1. Purpose.

It is the purpose of this chapter to establish, pursuant to Article 3A of the Town Law, a new department entitled "Department of Building and Planning" in order to provide effective and efficient administration and enforcement of laws relating to planning, zoning, fire safety and prevention, building construction, the environment, development, master planning and such other areas the Town Board may deem appropriate in the Town of Malta.

§ 3-2. Establishment of Department.

The Department of Building and Planning of the Town of Malta is hereby established.

§ 3-3. Structure of Department.

The structure of the Department of Building and Planning is as follows:

- A. Department Head. The head of the Department of Building and Planning shall be known as the Building and Planning Coordinator.
- B. Classification. The position of the Building and Planning Coordinator shall be considered in the unclassified service as the term is defined by the New York State Civil Service System.
- C. Appointment and term of office. The Building and Planning Coordinator shall be appointed by the Town Board and shall hold office until the first day of January next succeeding the first biannual Town election held after their appointment, and thereafter, shall hold office for the term of two years and until their successor shall have qualified; provided however, that the appointees to such office shall be removable at the pleasure of the Town Board. This position shall be in the unclassified service. The residency requirement for the office of Building and Planning Coordinator of the Town of Malta shall be the State of New York. [Amended 2-4-2002 by L.L. No. 3-2002]
- D. Salary. The salary of the Building and Planning Coordinator shall be determined in the same manner as the salaries of the other Town officers are established and shall be in accordance with budgetary guidelines.
- E. Duties and authority.
 - (1) The Building and Planning Coordinator shall be the principal executive officer of the Department.
 - (2) The Coordinator shall have the duty to oversee the enforcement, administration of and compliance with the laws relating to planning, zoning, fire safety and prevention, building construction, the environment, development, master planning and such other areas the Town Board may deem appropriate as set forth in the following, as amended or may be amended: the Code of the Town of Malta; the Town Law of the State of New York; the General Municipal Law of the State of New York; the New York Codes, Rules and Regulations; the New York State Uniform Fire Prevention and Building Code Act; and other applicable laws and regulations.
 - (3) The Building and Planning Coordinator shall be subject to the supervision and direction of the Town Board and the Town Supervisor.
- F. Bureaus within the Department of Building and Planning. The Department of Building and Planning shall consist of the following bureaus: Bureau of Building and Zoning

Enforcement; and Bureau of Planning.

§ 3-4. Bureau of Building and Zoning Enforcement.

The Bureau of Building and Zoning Enforcement is hereby created and shall consist of a Code Enforcement Officer and such deputy code enforcement officers and clerks as the Town Board may appoint. The Code Enforcement Officer, deputies and clerks shall be subject to the supervision and direction of the Building and Planning Coordinator. The Bureau of Building and Zoning Enforcement shall oversee the enforcement, administration of and compliance with the laws relating to building construction and fire safety and prevention as set forth in the Code of the Town of Malta, as amended or may be amended; the New York State Uniform Fire Prevention and Building Code Act, as amended or may be amended; and other applicable laws and regulations relating to building construction and fire safety and prevention. Additionally, the Bureau of Building and Zoning Enforcement shall oversee the enforcement, administration of and compliance with the laws relating to zoning as set forth in the Code of the Town of Malta, as amended or may be amended, and other applicable laws and regulations relating to zoning.

§ 3-5. Bureau of Planning.

The Bureau of Planning is hereby created and shall consist of a Planner and such clerks as the Town Board may appoint. The Planner and clerks shall be subject to the supervision and direction of the Building and Planning Coordinator. The primary purpose of the Bureau of Planning shall be to oversee the administration of and compliance with the laws relating to planning as set forth in the Code of the Town of Malta, as amended or may be amended, the Town Master Plan and other applicable laws and regulations.

§ 3-6. Building Department reconstituted.

The Building Department is hereby reconstituted as part of the Department of Building and Planning; Bureau of Building and Zoning Enforcement.

§ 3-7. Civil Service.

The Code Enforcement Officers, Zoning Enforcement Officers, deputies and clerks thereto shall be appointed by the Town Board on the basis of Civil Service classification, including competitive examination where appropriate, and shall not be removed except in accordance with the Civil Service Law of the State of New York.