



Village of Red Hook

Blue Form

7467 South Broadway ~ Red Hook, NY 12571

Building & Zoning Department

- *Zoning Enforcement Officer*
- *Building Code Inspector*
- *Fire Code Inspector*

Office: 845.758.1081 ~ Fax: 845.758.5146

REQUIREMENTS FOR A BUILDING PERMIT

The following items are required to be submitted with an application for a building permit:

- Building Permit Application
- Plot Plan (survey) drawn to scale with existing & proposed structures, illustrating setback distances from property lines, wetlands, flood plains etc.
- Statement of use (for land & structures)
- Description of Proposed Work
- 1 Copy of Plans (stamped by a licensed Architect or Engineer as per State Education Law section 7209)
- Dutchess County Department of Health Approval for well & septic (if applicable)
- Certificate of Insurance naming the Municipality as additional insured
- Energy Code Worksheet or certification of compliance by licensed professional
- Letter of Authorization for anyone signing an application other than the property owner
- Building Permit Fee
- Proof of Workers' Compensation & Disability Insurance

***NO WORK MAY COMMENCE BEFORE A BUILDING PERMIT HAS BEEN ISSUED

***TO USE AND OCCUPY THE PREMISES, THE APPLICANT MUST APPLY FOR A CERTIFICATE OF OCCUPANCY

***BUILDING PERMITS EXPIRE SIX MONTHS FROM DATE OF ISSUE, THE PERMIT MUST BE RENEWED IF THE WORK IS NOT COMPLETE