



Town of Mount Hope

Building Department
1706 Route 211 West
Otisville, NY 10963
(845) 386-9949

Permit # _____

Application for Miscellaneous Residential Repairs and Alterations (Construction)

Application is hereby made to perform the following repairs and alterations to the provisions of the 2020 Residential Code of NYS, Appendix J (if applicable) for existing buildings, 2020 Energy Conservation Construction Code of NYS, and the ordinances of the Town of Mount Hope.

This permit application is for minor construction, including, but not limited to the installation of **windows, doors, sheds, spas, gazebos and minor framing.**

NOTE: ALL building permits require a copy of: Certificate of Worker's Compensation, Disability Insurance and Liability Insurance (minimum \$1,000,000 coverage) if a contractor is doing the work or if a homeowner is doing the work, a copy of your Homeowner's Insurance is needed as well as form CE-200. Also a **site plan** showing location and detailed drawings are required.

******ALL permits require INSPECTIONS or a VIOLATION will be served******

Date: _____ Section: _____ Block: _____ Lot: _____

Applicant's Name: _____ **Phone #** _____

Applicant Type: _____ **Email:** _____
(Owner, Builder, Engineer, Architect, Agent, Contractor)

Owner of Property: _____ **Phone #** _____

Owner's address: _____

Location for Property: (If different than above) _____

Builder/Contractor Name: _____ **Phone #** _____

Description of work to be done: _____

Estimated Cost of project: _____

OFFICIAL USE ONLY:

Approved _____ **Fee Paid** _____

Disapproved: _____ **Reason:** _____

Building Inspector _____ **Date** _____

Certificate of Use/Compliance will only be issued *after* the **Affidavit of Final Cost** is notarized and submitted & a **Final Inspection** is completed and approved.