

**APPLICATION FOR BUILDING PERMIT...VILLAGE OF NEW HEMPSTEAD**  
**VILLAGE HALL, 108 OLD SCHOOLHOUSE ROAD, NEW CITY, N.Y. 10956**  
**(845)354-8100 – FAX (845) 354-7121**

RECEIVED: \_\_\_\_\_ PERMIT NO: \_\_\_\_\_

EXAMINED: \_\_\_\_\_ (2) FOR BUILDING: \_\_\_\_\_

APPROVED: \_\_\_\_\_ DATE (BUILDING) \_\_\_\_\_

DISAPPROVED FOR THE FOLLOWING REASON: \_\_\_\_\_

**INSTRUCTIONS**

SUBMIT **two (2)** copies of a sealed drawing agreeing with the Ramapo Assessment Map, showing the size, shape and location of any buildings on the property and the proposed building. This plot plan must show the name of the street on which the plot faces, and all setback dimensions.

SUBMIT **two (2)** copies of building plans (if cost is \$20,000.00 or area is 1,500 sq. ft. or more). These plans must show the signature and New York State License Number of the engineer or architect who is responsible for the plans.

SUBMIT **two (2)** copies of specifications if not fully covered in plans. Include State Energy Code Compliance Statement.

**FEES:** Your fees are based on cost of construction...not land. This office reserves the right to adjust any fee prior to issuing the Certificate of Occupancy if it is shown that the original fee was not sufficient to cover the actual cost.

**THE FOLLOWING SHOULD BE PRINTED IN INK:**

I, \_\_\_\_\_, do hereby apply to the Village of New Hempstead  
(owner)

Building and Zoning Department for a Building Permit as required by the Village of New Hempstead.

VALUE OF CONSTRUCTION \$ \_\_\_\_\_ FEE: \_\_\_\_\_ (leave blank)

IN WHAT ZONE IS PROPERTY LOCATED? \_\_\_\_\_ AREA OF LOT \_\_\_\_\_

ON WHAT STREET IS PROPERTY LOCATED? ON THE \_\_\_\_\_ (north, south, east, west) side of  
\_\_\_\_\_, \_\_\_\_\_ FEET FROM THE INTERSECTION OF \_\_\_\_\_.

NATURE OF CONSTRUCTION: NEW \_\_\_\_ ALTERATION \_\_\_\_ ADDITION \_\_\_\_ ACCESSORY \_\_\_\_

CONTRACTOR'S NAME \_\_\_\_\_ R.C. Lic. # \_\_\_\_\_

PLUMBER'S NAME \_\_\_\_\_ R.C. Lic. # \_\_\_\_\_

ELECTRICIAN'S NAME \_\_\_\_\_ R.C. Lic. # \_\_\_\_\_

SIZE OF BUILDING:

	PRESENT	ADDITION	TOTAL
FRONT IN FEET	_____	_____	_____
REAR IN FEET	_____	_____	_____
DEPTH IN FEET	_____	_____	_____

LOCATION OF LOT BASED ON RAMAPO TAX MAP: SECTION # \_\_\_\_\_ LOT # \_\_\_\_\_

PRESENT USE CONSISTS OF \_\_\_\_\_

PROPOSED CONSTRUCTION CONSISTS OF \_\_\_\_\_

CONTRACTOR'S PHONE # \_\_\_\_\_

