



Town of Washington

Building Department
10 Reservoir Drive • P.O. Box 667
Millbrook, NY 12545
(845) 677-3419 EXT 112 • buildinginspector@washingtontny.org

Requirements for Building Permit

- Building Permit Application**
- (2) sets of plans**, stamped and signed by a New York State registered architect or licensed professional engineer.
- Owners endorsement** (Required if the owner is authorizing another person or entity to make an application on their behalf. If property is in a partnership, LLC or corporation additional information is required.)
- CE-200** - To be provided by the homeowner or sole proprietor. Contractors with employees MUST submit Certificate of Worker's Compensation Insurance (**C105.2 or U26.3**) AND Certificate of Disability Benefits Compensation (**DB120.1**) **Per Section 57 of Worker's Compensation Law, ACORD forms are NOT acceptable proof of coverage**
- Truss Notice 4/24/23** - Required to be submitted with any applications for construction that will utilize trusses or engineered lumber structural elements. Additionally, a sign or symbol compliant with applicable NYS codes is required to be posted prior to the issuance of a Certificate of Occupancy
- Swimming Pool Barrier Agreement**- Required for all applications for Pools, Hot Tubs and Spas
- Energy code compliance documentation** (I.E. Phius 2021, REScheck)
- Payment of applicable fees**

Permits for solar projects also require-

- Documentation showing the “110% Limitation” is met.**
- Screening plan when required for ground mounted solar arrays.**

Note: Not all projects will require all items.