



## VILLAGE OF GOSHEN, NEW YORK

276 MAIN STREET, GOSHEN, NEW YORK 10924  
TEL. (845) 294-6750 • FAX (845) 294-6007  
WWW.VILLAGEOFGOSHEN-NY.GOV

### **Building Permit Application Procedure Requirements & Fee Schedule**

1. Building Permit Application Form (submit 2 copies of completed application that has been Notarized)
  2. Plans (drawings to scale) of the proposed improvements
  3. Survey with proposed improvements shown and set-backs required shown
  4. Certificate of Insurance with the Village of Goshen listed as additional certificate holder (insurance must include liability, vehicle, workers comp & disability)
  5. Fee (based upon the square footage of the project-see fee schedule)
  6. Affidavit of Final Cost form (upon request) – see Permit closure below
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### **Supplemental Information**

#### **Sign Permit Application**

- Letter of permission required from the building/property owner

#### **Swimming Pools/Sheds\***

- Drawings /information include pool drawing, filter & pump brochure  
\* NOTE: Sheds also require permit\*

#### **Electrical Inspections**

- Electrical Inspection by a Third-Party Inspector is required for all electrical work; the applicant may choose from the List of all inspectors provided by the Building Department upon request

#### **Contractor's Insurance**

- Please note that contractors are required to provide Proof of Insurance or Exemption from the following insurance requirements:
  - Liability Insurance
  - Workers Compensation Insurance
  - Disability Benefit Insurance

#### **Permit Closure**

**\*\*All permits must be closed out\*\***

- 1) Applicants complete and submit an Affidavit of Final Cost
- 2) Building Inspector performs the final inspection
- 3) Building Inspector issues:
  - a. Certificate of Occupancy ***or***
  - b. Certificate of Compliance

**VILLAGE OF GOSHEN**  
**BUILDING DEPARTMENT FEE SCHEDULE**

**RESIDENTIAL**

Single-Family Home	\$75.00 plus \$1.00 per square foot
Two-Family Home	\$75.00 plus \$1.00 per square foot
Multi-Family Home	\$75.00 plus \$1.00 per square foot
Addition	\$75.00 plus \$0.75 per square foot
Alteration	\$75.00 plus \$0.75 per square foot
Garage – Detached	\$100.00 plus \$0.75 per square foot
Garage – Attached	\$100.00 plus \$0.75 per square foot
2+ Garage – Detached	\$100.00 plus \$0.75 per square foot
2+ Garage – Attached	\$100.00 plus \$0.75 per square foot
Deck/Shed	\$100.00 plus \$0.50 per square foot
Inground Pool	\$400.00
Above Ground Pool	\$150.00
Electric Ext	\$50.00
Wood Stove	\$50.00
Pole Barn with Floor	\$100.00 plus \$0.75 per square foot
Pole Barn without Floor	\$100.00 plus \$0.75 per square foot
Hot Tub	\$200.00
Sign Permit	\$150.00

**COMMERCIAL**

Under 5,000 square feet	\$750.00 plus \$0.75 per square foot
Over 5,000 square feet	\$1,500.00 plus \$0.75 per square foot
Addition	\$350.00 plus \$0.75 per square foot
Alteration	\$100.00 plus \$0.75 per square foot
Septic	\$150.00

**MISCELLANEOUS**

Commercial	\$3,000 per lane
Permit Renewal	50% of Original
Residential Certificate of Occupancy/Compliance	\$125.00
Commercial Certificate of Occupancy/Compliance	\$200.00
Conditional Certificate of Occupancy/Compliance	\$125.00
Municipal Search	\$150.00
Re-Inspections	\$75.00
Reacquaintance Fee	\$125.00
Renovation with no square footage	\$100.00
Fire Sup/Alarm	\$115.00
HVAC/Generator	\$200.00
Demolition less than 150 square feet	\$75.00 plus \$0.75 per square foot

Demolition more than 150 square feet	\$75.00 plus \$0.25 per square foot
Oil Tank	\$100.00
Solar Permit	\$35.00 plus \$0.20 per square foot of coverage (Homeowner to contact Fire Dept)

*In addition to permit fees, a Certificate of Occupancy or Certificate of Compliance fee will also be required.*