

What Requires a Building Permit?

Additions: All additions require a building permit and sealed and signed architectural or engineered plans. Three copies of the plans are required with the submittal.

Bathroom Remodeling: Remodeling a bathroom (including the replacement of tile or fixtures) requires a building permit and a drawing (to scale) of the bathroom layout showing fixture locations and all dimensions. Any electrical and plumbing work must be filed for by a Westchester County-licensed contractor. If any structural or physical alterations of a space are proposed (removal and/or construction of walls, windows, doors, etc.), drawings by a licensed professional are required. In both cases, three copies of the plan are required with the submittal.

Decks: All alterations to or enlargements of an existing deck or the construction of a new deck requires a building permit accompanied by sealed and signed architectural or engineered plans. Three copies of the plans are required with the submittal.

Demolition: Any demolition of an entire or portion of a structure requires a demolition permit accompanied by sealed and signed architectural or engineered plans. Three copies of the plans are required with the submittal. A demolition permit is not required if demolition of a structure or portion of a structure is part of an approved building permit.

Electrical and Low Voltage Improvements: All electrical improvements, replacements or upgrades require an application for an electrical permit by a Westchester County-licensed contractor.

Fences: Fences do not require a building permit; however, fences must be on your own property and cannot be higher than 6.5' at any point along the fence line, including the caps. Also, there is a special requirement for corner properties. The set back is 30' from the corner for sight line purposes.

HVAC: All HVAC replacements and installations require a mechanical permit. Location of all exterior equipment proposed must be within the building envelope. The contractor must provide a location plan showing proposed equipment location, and evidence that the proposed equipment is in compliance with the Village of Hastings-on-Hudson's Green Code requirements. Three copies of the plan are required with the submittal.

Interior Alterations: Interior alterations removing or relocating any structure or that creates new space within an existing structure requires a building permit application with drawings from a licensed professional that meet all current New York State Code and the Village of Hastings-on-Hudson's Green Code requirements. Three copies of the plan are required with the submittal.

Kitchen Remodeling: Remodeling a kitchen (including the replacement of cabinets) requires a building permit and a drawing (to scale) of the proposed kitchen layout showing appliances and fixture locations. Any electrical and plumbing work must be applied for and receive a permit from the Building Department and must be filed by a Westchester County-licensed contractor. If any structural or physical alterations of a space are proposed (removal and/or construction of walls, windows, doors, etc.) a drawing by a licensed professional is required. In both cases, three copies of the plan are required with the submittal.

Plumbing Improvements: All plumbing improvements require an application for a plumbing permit by a Westchester County-licensed contractor.

Retaining Walls: New construction as well as alterations or repairs to retaining walls require a building permit. If the wall is 4' and above, a sealed and signed architectural or engineered plan is required. If the wall is shorter than 4', a detailed drawing by the contractor will be acceptable. In both cases, three copies of the plan are required with the submittal.

Roofing: All commercial and residential roof replacements require a building permit. The estimate/contract must be submitted with the application and will serve as the plan. Three copies of the plan are required with the submittal.

Sheds: Sheds are considered structure and do require a building permit. A copy of the survey indicating the proposed shed location will serve as the plan. Three copies of the plan are required with the submittal.

Signs/Awnings: Signs and awnings in the business district of the Village require Architectural Review Board (ARB) approval prior to installation. This application may be found on the Building Department web page of www.hastingsgov.org under "Forms & Documents." Once approval has been granted by the ARB, a sign permit must be applied for through www.epropertyportal.com.

Solar Panels: Installation of solar panels requires a Unified Solar Permit and must follow the checklist for required submitted materials, including stamped and sealed plans from a NYS licensed engineer. Three copies of the plans are required for the submittal.

Windows: All window replacements require a building permit. The manufacturer/contractor window order form showing that the U-factors of the new windows meet the NYS Energy Code must be submitted in triplicate along with the building permit application.