



**TOWN OF EAST FISHKILL
BUILDING AND ZONING DEPARTMENT**

330 Route 376, Hopewell Junction, NY 12533
(845) 221-2427 Fax (845) 227-4018
<http://www.eastfishkillny.gov>

ROOF REPLACEMENT APPLICATION REQUIREMENTS

ALONG WITH THE COMPLETED APPLICATION, PLEASE PROVIDE THE FOLLOWING ITEMS:

- Provide scope of work indicating materials to be used. Sheathing, underlayment, ice & water, drip edge, shingle type or material (i.e. raised seam metal, slate, etc.), ventilation proposed, etc.
- Provide photos before and during (for C/C) construction. Show any structural work performed, ice & water and underlayment in photos.
- INSURANCE FORMS FROM CONTRACTORS OR “SELF” (See insurance info in permit application packet. Forms must be submitted with application. No faxing/emailing.)
- IF APPLICANT IS NOT THE HOME OWNER/PROPERTY OWNER, AN ORIGINAL, SIGNED, NOTARIZED LETTER FROM THE OWNER WILL BE REQUIRED GRANTING PERMISSION TO APPLY FOR PERMIT. (Applicant may obtain signature on application from owner, thus notarized letter not required.)
- FEE: PLEASE SEE THE CURRENT FEE SCHEDULE
CASH OR CHECK MADE OUT TO: TOWN OF EAST FISHKILL
Note: Construction without a permit is double the fee