



**Building Permit &  
Certificate of Occupancy  
Application  
Shed-Residential only**

(Revised 11 2023)

**Application Date:** \_\_\_\_\_

**Application #:** \_\_\_\_\_

**Property Information:** Section: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_

Property Location (street address): \_\_\_\_\_

Shed Type: ☐ Prefabricated -submit manufacturers' drawings  
☐ Constructed -submit drawings to scale

Shed size (Note sheds under 20 square feet do not required a permit but must comply with zoning requirements): \_\_\_\_\_

Electrical system in shed? Status ☐ Yes ☐ No  
☐ New ☐ Existing

**Applicant Information:**

☐ Owner ☐ Contractor ☐ Other: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_\_

Company: \_\_\_\_\_

Westchester County license #: \_\_\_\_\_ Expires on: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Office Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Property Owner:** ☐ Same as applicant

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_ E-mail: \_\_\_\_\_

**REQUIREMENTS:**

1. As per Zoning Code Shed must be located in the side or rear yard a minimum of five (5) feet from the property line.
2. As per Zoning Code Shed must not project closer to the street than the primary structure.
3. Submit survey with shed location shown to scale.
4. Three (3) copies of all documents must be submitted with this application.
5. Submit documentation of Liability, Disability and Workers Compensation.
6. A final inspection by the building inspector and an electrical inspection certificate (if required) is necessary prior to issuing the certificate of occupancy.

Application is hereby made for a permit to perform work herein specified & shown on the drawings accompanying this application. The proposed work outlined conforms to all provisions of the laws of the Village of Croton-on Hudson and laws and codes of the State of New York and the work will be performed in accordance with provisions of such laws and codes.

I certify that the above information is accurate, and I am the property owner or authorized by the owner to file this application on their behalf and that I will indemnify and hold the Village harmless against any damage or injury that may be caused by or arise out of any entry onto the property in connection with the processing of the application, during construction or performance of the work or within one year after the completion of the work. Applicant (if other than owner) certifies that he is authorized by the Owner of subject premises to conduct the project described above

**Applicant's Name** (please print)

**Applicant's Signature**

**Date**

**FOR VILLAGE USE ONLY:**

Fee \$ \_\_\_\_\_

Fee Paid (date): \_\_\_\_\_

Received by: \_\_\_\_\_

**APPROVED BY:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_