



# Town of Red Hook

7340 South Broadway ~ Red Hook, NY 12571

## Building & Zoning Department

- Zoning Enforcement Officer
- Code Enforcement Officer

Office: 845.758.4623 or 845.758.4603 ~ Fax: 845.758-9018

Email: [bfennell@redhook.org](mailto:bfennell@redhook.org) ~ [scole@redhook.org](mailto:scole@redhook.org) ~ Web: [www.redhook.org](http://www.redhook.org)

## Required Inspections Upon Issuance of Certificate of Occupancy

1. **FOOTINGS** - After forms and before pouring
2. **FOUNDATION** – After forms, before Pour and before backfill
3. **CONCRETE POURS** – All Concrete Redi-Mix Pours Require Batch Slips from Suppliers
4. **FRAMING** – Before Enclosing
5. **ROUGH ELECTRICAL** – By Third party Inspector Before Enclosing
6. **INSULATION** – Before Enclosing. \*Note that insulation in the first floor basement floor joist cannot have paper exposed.
7. **ROUGH PLUMBING** – Before Enclosing Pressure Test Required on Supply and Waste
8. **HVAC** – Before Enclosing
9. **SWIMMING POOL CONSTRUCTION** – All Required BARRIERS Need to be **In Place** and Inspected BEFORE Filling with **WATER**
10. **FINAL – Documents Required:** DC BOH Signed Form- San34 Approval – Final Electrical Inspection Certificate and Final Inspection by Building Inspector.
11. **USE** – Premises for Which Building Permit is Issued may NOT be Used for Any Purpose Until **Certificate of Occupancy** is Issued to You
12. **Compliance of Driveway Permit if applicable**
13. **Posted 911 Address**

**\*\* Please Note: A Certificate of Occupancy is Essential for Any Permit Issued, should you sell your property**