

# VILLAGE OF MONROE, NEW YORK

**BUILDING & CODE ENFORCEMENT** - WEBSITE: (<https://www.villageofmonroe.org/dept1.html>)  
 - ADDRESS: [7 STAGE ROAD, MONROE, NEW YORK, 10950](#)

The **Building Department & Code Enforcement Department** each administers and enforces:

- New York State (NYS) Uniform Fire Prevention and Building Code regulations
- Village of Monroe (VOM) Zoning laws pertaining to the location, design, materials, construction, alteration, repair, equipment, maintenance, use, occupancy, removal and demolition of structures located within the Village of Monroe.

<b>BD &amp; CED</b>	<b>PERMITS</b>	<b>CERTIFICATES</b>	<b>REPORTS / REVIEWS / REFERRALS</b>
<b>PERMITS AND SERVICES AVAILABLE</b>	<ul style="list-style-type: none"> <li>• Building Permits</li> <li>• Sign Permits</li> <li>• Rental Permits</li> <li>• Occupancy Permits</li> <li>• Outdoor Café Permits</li> </ul>	<ul style="list-style-type: none"> <li>• Certificates of Occupancy</li> <li>• Certificates of Compliance</li> </ul>	<ul style="list-style-type: none"> <li>• Violations and Title Reports</li> <li>• Zoning Information and Review</li> <li>• Planning Board Referrals</li> <li>• Zoning Board Referrals</li> </ul>

## **BUILDING DEPARTMENT (BD) & CODE ENFORCEMENT DEPARTMENT (CED)**

**Fax: (845) -782-8607**

BD Building Inspector:	<b>Robert Wallner</b>	(845) 782-8341 ext.128	Email: <a href="mailto:buildinginspector@villageofmonroe.org">buildinginspector@villageofmonroe.org</a>
BD Building Clerk	<b>Emily Medina</b>	(845)782-8341 ext 131	Email: <a href="mailto:Building@villageofmonroe.org">Building@villageofmonroe.org</a>
BD Assistant Building Inspector	<b>Bryan Berberena</b>	(845) 782-8341 ext.128	Email: <a href="mailto:inspector@villageofmonroe.org">inspector@villageofmonroe.org</a>
CED. Clerk	<b>Margaret O'Connor</b>	(845) 782-8341 ext.131	Email: <a href="mailto:codeclerk@villageofmonroe.org">codeclerk@villageofmonroe.org</a>
CED Code Enforcement Officer	<b>Ronald Svrcek</b>	(845) 782-8341 ext.134	Email: <a href="mailto:Enforcement@villageofmonroe.org">Enforcement@villageofmonroe.org</a>
CED Assistant Building Inspector	<b>Juan Zuniga</b>	(845)-782-8341 ext. 139	Email: <a href="mailto:inspector2@villageofmonroe.org">inspector2@villageofmonroe.org</a>

<b>BUILDING DEPARTMENT &amp; CODE ENFORCEMENT DEPARTMENT:</b>	<b>APPLICATIONS AND FORMS ON-LINE *</b>	<b>INFORMATION ON-LINE *</b>
<ul style="list-style-type: none"> <li>- APPLICATIONS</li> <li>- FORMS</li> <li>- INFORMATION</li> </ul>	<ul style="list-style-type: none"> <li>• Building Permit Application</li> <li>• Sidewalk Sale Permit Application</li> <li>• Outdoor Cafe Permit Application</li> <li>• Application for Change of Occupancy</li> <li>• Affidavit Exempt. Workman's Comp. Insur.</li> <li>• Rental Permit Application</li> <li>• Rental Permit Renewal Form</li> <li>• Homeowners Insurance Form</li> <li>• Land Use Determination Form</li> <li>• Owner Occupied Residence Form</li> </ul>	<ul style="list-style-type: none"> <li>• Building Dept. Fee Schedule</li> <li>• Smoke Alarm-Carbon Monoxide Detector Affidavit</li> <li>• Carbon Monoxide Rule</li> <li>• Deck Construction Guide</li> <li>• List of Approved Electrical Inspectors</li> <li>• Pools Information Packet</li> <li>• Why You Need Flood Insurance</li> </ul>

Attention all Commercial Property Owners: A Change in Occupancy Permit is now required any time a change in tenancy occurs. Contact the Building Department for more information

**CODES ON-LINE:**

**VILLAGE OF MONROE CODE:** - \* WEBSITE: <https://www.ecode360.com/MO0222?#MO0222>

**NYS UNIFORM FIRE PREVENTION AND BUILDING CODE:-** WEBSITE: <https://codes.iccsafe.org/codes/new-york>