



*Town of Richmond, Rhode Island*

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Building / Planning / Zoning Department  
5 Richmond Townhouse Road, Wyoming, RI 02898  
www.richmondri.com

## **BUILDING PERMITS – CHECKLIST‡**

### **Residential Construction**

Completed/Signed Application Form(s)	_____
Building Plans (2 sets)**	_____
Site Plan/Plot Plan	_____
Contractor Registration/License Information	_____
Homeowner's Affidavit	_____
State or Federal Agency Approvals/Permits	_____
Completed/Signed Application for Water Service^	_____

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The Town of Richmond uses the E-Permitting system, accessible at <https://richmondri.viewpointcloud.com/>. Alternatively, hard-copy submissions are accepted.

Building permit forms can be found at <http://www.richmondri.com/125/Building-Planning-Zoning>.

‡ As applicable.

\*\*Plans must be stamped and signed as approved by the Fire Marshal.

^ Service connection and capacity confirmation from the Richmond water system contractor must be received before the submission is considered complete.

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Upon receipt of the above listed items, the permit application will be considered complete and will formally be assigned to the Building Official for review and ultimate permit issuance.