

OFFICE OF THE BUILDING INSPECTOR

VILLAGE OF LATTINGTOWN, NASSAU COUNTY, NEW YORK

Examined _____ 20____
Approved _____ 20____ Permit No. _____
Disapproved a/c _____

Building Inspector

Application for Building Permit

Date _____ 20____

INSTRUCTIONS

- a. This application must be completely filled in and submitted in duplicate to the Building Inspector.
- b. A survey of the property and a plot plan showing location of existing and proposed buildings on premises, relationship to adjoining premises or public streets or areas must be submitted in duplicate.
- c. This application must be accompanied by two complete sets of plans showing proposed construction. Plans shall describe the nature of the work to be performed, the materials and equipment to be used and installed and details of structural, mechanical, electrical and plumbing installations. When work exceeds \$20,000 in cost or work involves structural alterations, plans must be filed by a Registered Architect or a Professional Engineer. At the completion of the work Architect or Engineer will certify to the Building Inspector that the work was completed in accordance with the approved plans.
- d. The work covered by this application shall not be commenced before the issuance of a Building Permit.
- e. Upon approval of this application, the Building Inspector will issue a Building Permit to the applicant together with an approved, duplicate set of plans. Such permit and approved plans shall be kept on the premises available for inspection throughout the progress of the work.
- f. No building shall be occupied or used in whole or in part for any purpose whatever until an application is made for and a Certificate of Occupancy shall have been granted by the Building Inspector.
- g. Contractor must provide proof of insurance as per the attached requirements.

Location _____
(Give street number, name, side and distance from nearest cross street)

Map: _____ Section: _____ Block _____ Lot: _____

APPLICATION IS HEREBY MADE to the Building Inspector for the issuance of a Building Permit pursuant to the applicable Building Code and Zoning Ordinance for the construction of buildings, additions or for removal or demolition, as herein described. The applicant agrees to comply with all applicable laws, ordinances and regulations.

(Signature of applicant)

(Address of applicant)

(Telephone number of applicant)

(email address of applicant)

State whether applicant is owner, lessee, agent, architect, engineer or builder: _____

Name, address and telephone number of owner of premises: _____

If owner or applicant is a corporation, give names and titles of two officers and signatures of duly authorized officer.

(Name and title of corporate officer)

1. State existing use and occupancy of premises and intended use and occupancy of proposed construction:

a. Existing use and occupancy_____

b. Intended use and occupancy_____

2. Nature of work (check which is applicable): New Building_____ Addition_____ Alteration_____

Repair_____ Removal_____ Demolition_____

3. Estimated Cost*_____ Non-Refundable Deposit Fee: **\$350**

(to be paid on filing this application and will deducted from final Building Permit Fee)

Building Permit Fee_____

(Balance to be paid upon approval of application)

4. Zone or use district in which premises are situated_____

5. Does proposed construction violate any zoning law, ordinance or regulation? _____

6. Name of Architect or Engineer_____

Address_____ Phone No._____

Name of Contractor_____

Address_____ Phone No._____

7. Electrical Work must be signed by, and a Certificate of Approval obtained from a Electrical Inspector licensed by the Village of Lattingtown.

- Costs for the work described in the Application for Building Permit include the cost of all the construction and other work done in connection therewith, exclusive of the cost of the land. If the final cost shall exceed estimated cost, an additional fee may be required before the issuance of Certificate of Occupancy.

STATE OF NEW YORK,

COUNTY OF _____ } ss.:

_____ being duly sworn, deposes and says that he is

(Name of individual signing the application)

The applicant above named. He is the _____

(Contractor, agent, corporate officer etc.)

of said owner or owners, and is duly authorized to perform or have performed the said work and to make and file this application; that all statements contained in this application are true and to the best of his knowledge and belief, and that the work will be performed in the manner set forth in the application and in the plans and specifications file therewith.

Sworn to before me

this_____ day of _____ 20____

(Signature of applicant)

Notary Public _____ County