

Fee Paid \_\_\_\_\_  
Receipt # \_\_\_\_\_  
Date \_\_\_\_\_

## VILLAGE OF GREAT NECK ESTATES MISCELLANEOUS PERMIT APPLICATION

Location of Work \_\_\_\_\_ Section 2 Block \_\_\_\_\_ Lot (s) \_\_\_\_\_ Zone \_\_\_\_\_  
Owner's Name (s) \_\_\_\_\_ Estimated Cost of Work \$ \_\_\_\_\_  
Owners Home Phone # \_\_\_\_\_ Business # \_\_\_\_\_ 24 Hr Emergency \_\_\_\_\_

### INSTRUCTIONS

Application is hereby made for the permit indicated below, in accordance with the requirements of the Village Code:

**Note: If a dumpster is needed, a separate permit is required.**

\_\_\_\_\_ **PLUMBING** (Provide plumbing diagram)

\_\_\_\_\_ **ROOFING** (Describe extent of work below)

Material of existing roof \_\_\_\_\_ to remain \_\_\_\_\_ to be removed

Material & color of new roof (provide sample) \_\_\_\_\_

Type & size of structural support \_\_\_\_\_

Nailing Pattern (Provide copy of manufacturer's specification sheet)

\_\_\_\_\_ **FENCE** (Provide **three** surveys, **two** of which should be marked indicating fence size & location)

\_\_\_\_\_ **SIDEWALK** (Filing Fee & Refundable Deposit. **separate checks**  
w/**three** surveys, **two** of which should be marked indicating location of sidewalk repair)

\_\_\_\_\_ **DRIVEWAY/WALKWAY/PATIO** See **Section 230-39 of Village Code for Maximum Impervious Surface**  
(Filing Fee, **three** surveys, **two** copies marked and dimensioned indicating size and location) Calculate rainwater runoff for 3" rainfall at driveway, size drywell for **entire** driveway. Locate drain & drywell on site plan.

\_\_\_\_\_ **OTHER**

**Specification or Description of Work**

Contractor's Name \_\_\_\_\_

Contractor's Address \_\_\_\_\_

Contractor's Telephone # \_\_\_\_\_ 24 Hr Emergency # \_\_\_\_\_

Plumber's Name\* \_\_\_\_\_

Plumber's Address \_\_\_\_\_

Plumber's Telephone # \_\_\_\_\_ 24 Hr Emergency # \_\_\_\_\_

Electrician's Name\* \_\_\_\_\_

Electrician's Address \_\_\_\_\_

Electricians's Telephone # \_\_\_\_\_ 24 Hr Emergency # \_\_\_\_\_

**Provide Copies of Insurances (Liability, Disability, Worker's Compensation,) & NC Home Improvement License**  
**\*Plumbers & Electricians require a Village of Great Neck Estates License in addition to above**

**AFFIDAVIT OF PROPERTY OWNER/AUTHORIZATION**  
*All Owners must sign either as owner or applicant*

State of New York )

SS:

County of Nassau )

(I)(We), \_\_\_\_\_ being duly sworn, state:  
Print Name(s)

**Complete Items #1, 2 or 3 as applicable, then Item #4**

(I am) (We are) the owner(s) of the property described in this application known as \_\_\_\_\_, and described on the Nassau County Land and Tax Map as Section 2 Block \_\_\_\_\_, Lot(s)\_\_\_\_\_.

- (1) If the applicant is a corporation, the deponent is an officer thereof, to wit the \_\_\_\_\_, and is authorized by the Board of Directors of the corporation to execute this application on behalf of the corporation.
- (2) If the applicant is a partnership, the deponent, \_\_\_\_\_ is a general partner thereof, and has authority to execute this application in the name of the partnership.
- (3) (I) (We) hereby authorize \_\_\_\_\_ to submit this application.

\_\_\_\_\_  
 Signature of Owner

\_\_\_\_\_  
 Signature of Owner

Sworn to before me this \_\_\_\_ day  
 of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
 Notary Public

\_\_\_\_\_  
 Signature of Applicant

Sworn to before me this \_\_\_\_ day  
 of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
 Notary Public

**FALSE STATEMENTS MADE HEREIN ARE PUNISHABLE AS A CLASS 'A' MISDEMEANOR  
 PURSUANT TO SECTION 210.45 OF THE PENAL LAW OF THE STATE OF NEW YORK**

**Machinery Operation Compliance Agreement**

**Section 154-2(A) of the Code of the Village of Great Neck Estates states that no person shall cause the operation of any machinery, drills power saws or other equipment between the hours of 9:00 P.M. and 8:00 A.M. on the following day, or at any time Sundays or Holidays, if such operation causes the emission of noise audible beyond the boundary of the property on which the machinery or equipment is located.**

**I, the undersigned, have read, understand and will comply with the aforementioned section of the Village Code.**

\_\_\_\_\_  
 Print Name

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Title

\_\_\_\_\_  
 Company

\_\_\_\_\_  
 Date



**BUILDING PERMIT  
RESIDENTIAL PROPERTY  
DEPARTMENT OF ASSESSMENT  
NASSAU COUNTY**

240 Old Country Road, Mineola, NY 11501

TOWN - CITY - VILLAGE OF: \_\_\_\_\_

NBHD# (ASSESSOR USE ONLY)

DATE REC'D (ASSESSOR USE ONLY)

SECTION	BLOCK	LOT (S)	SCH DIST #	PERMIT #	SPECIFIC ZONING DESIGNATION

Location of Building	N.E.S.W. SIDE OF (OR CORNER OF)		N.E.S.W. SIDE OF		
ADDRESS OF PROPERTY			Check one	NAME OF BUSINESS	
CITY, TOWN, VILLAGE			<input type="checkbox"/> OWNER OR <input type="checkbox"/> LESSEE	CONTACT PERSON/OWNER	
ESTIMATED COST OF CONSTRUCTION:				ADDRESS	
WORK MUST BEGIN BY			<input type="checkbox"/> STEEL  <input type="checkbox"/> MASONRY  <input type="checkbox"/> FRAME	CITY, STATE, ZIP	
PERMIT EXP DATE				PHONE	
LOT SIZE S.F.				EMAIL	
# BLDGS ON LOT			<b>IF YOU WISH TO GROUP OR APPORTION LOTS PLEASE CALL 516-571-1500 FOR FURTHER INFORMATION</b>		

**DETAILED DESCRIPTION OF WORK (PLEASE PRINT CLEARLY)**  
 \*INCLUDING, BUT NOT LIMITED TO: LOCATION, TYPE AND DIMENSIONS OF IMPROVEMENT

PERMIT TYPE - CHECK ALL ITEMS THAT APPLY	DOES RESIDENCE HAVE THE FOLLOWING
<input type="checkbox"/> NEW BUILDING <input type="checkbox"/> ADDITION (CHANGE IN S.F.) <input type="checkbox"/> DEMOLITION <input type="checkbox"/> ALTERATION (NO CHANGE IN S.F.) <input type="checkbox"/> MAINTAIN (PRE-EXISTING) <input type="checkbox"/> RECONSTRUCTION <input type="checkbox"/> DECK, TERRACE, PORCH, CARPORT <input type="checkbox"/> DORMERS <input type="checkbox"/> OTHER _____	CENTRAL AIR YES <input type="checkbox"/> NO <input type="checkbox"/> FINISHED ATTIC YES <input type="checkbox"/> NO <input type="checkbox"/> <b>BASEMENT FINISH</b> 1/4 <input type="checkbox"/> 1/2 <input type="checkbox"/> 3/4 <input type="checkbox"/> FULL <input type="checkbox"/>
<input type="checkbox"/> FIRE DAMAGE <input type="checkbox"/> GARAGE/ OUT BUILDING <input type="checkbox"/> HVAC <input type="checkbox"/> PLUMBING <input type="checkbox"/> RELOCATION <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> SWIMMING POOL <input type="checkbox"/> TENNIS COURT <input type="checkbox"/> CHANGE IN USE	

PROPOSED TOTAL PLUMBING FIXTURES				
FLOOR/FIXTURE	BASEMENT	1ST FLOOR	2ND FLOOR	3RD FLOOR
BATHROOM SINK				
TOILET				
BATHTUB				
STALL SHOWER				
BIDET				
KITCHEN SINK				
WET BAR				

NUMBER OF EXISTING AND PROPOSED BATHS			
NUMBER OF EXISTING FULL BATHS		NUMBER OF PROPOSED FULL BATHS	
NUMBER OF EXISTING HALF BATHS		NUMBER OF PROPOSED HALF BATHS	

HALF BATH EQUALS TWO FIXTURES, FULL BATH EQUALS THREE OR MORE FIXTURES

NEW C/O NEEDED	YES <input type="checkbox"/>	NO <input type="checkbox"/>
VARIANCE OBTAINED	YES <input type="checkbox"/>	NO <input type="checkbox"/>
CONSTRUCTION/RENOVATION IN EXCESS OF 50%	YES <input type="checkbox"/>	NO <input type="checkbox"/>
SURVEY ENCLOSED	YES <input type="checkbox"/>	NO <input type="checkbox"/>

**PLEASE ATTACH ALL PERMITS & SURVEY IF AVAILABLE**

DATE OF GRANTING OF PERMIT _____	Signature of Applicant/Contact Person - Sign & Print _____
<b>SEPARATE APPLICATION SHALL BE MADE FOR EACH BUILDING</b>	Address of Applicant/Contact Person _____ Telephone _____

**FIELD REPORT ON REVERSE**

TOWN  
SCHOOL DISTRICT  
SECTION  
BLOCK  
LOT(S)  
CA # OR BLDG #  
UNIT #  
DATE

# VILLAGE OF GREAT NECK ESTATES

4 Gateway Drive, Great Neck, NY 11021

516-482-8283

Fax: 516-482-5572

## INSURANCE & LICENSE REQUIREMENTS

### GENERAL CONTRACTORS:

- **General Liability Certificate** (Acord Form)
  - ✓ Village of Great Neck Estates must be listed as the Certificate Holder & as Additionally Insured
  - ✓ Address of Job must also be listed on certificate
- **Additional Insured Endorsement Form**
  - ✓ ISO Form CG 20 12
- **Disability Insurance** (DB120 form)
- **Workers' Compensation** (C105.2 form)
- **Nassau County Home Improvement License**

*\*Note: For Workers' Comp & Disability Exemption use form CE-200*

### PLUMBER:

- Village of Great Neck Estates Plumber's License - \$50/year  
Submit copy of current Master Plumber's License &  
Liability, Disability & Workers' Comp Insurances as indicated above

### ELECTRICIAN:

- Village of Great Neck Estates Electrician's License - \$50/year  
Submit copy of current Master License &  
Liability, Disability & Workers' Comp Insurances as indicated above

## ELECTRICAL INSPECTION SERVICES

**Certified Electrical Inspections Inc.**  
188 Park Ave  
Amityville NY 11701  
1-888-238-1338  
1-631-598-5610

**Electrical Inspectors Inc.**  
308 East Meadow Ave  
East Meadow NY 11554  
516-794-0400

**Suffolk Bureau of Electrical Inspectors Inc**  
40 Nottingham Drive  
Middle Island, NY 11953 11953  
631-495-8136  
3/10/14

**Electrical Inspection Service Inc.**  
375 Dunton Avenue  
East Patchogue, NY 11772  
631-286-6642  
6/13/11

**Alliance Electrical Inspections Ltd**  
707 Hyman Avenue  
West Islip, NY 11795  
516-248-0820/631-539-6055  
6/13/11

**Long Island Electrical Inspectors, Inc.**  
21 Third Avenue  
Bayshore, NY 11706  
631-708-6690  
7/8/13

**\*The above electrical inspection companies are the only electrical inspectors authorized by the Village of Great Neck Estates Board of Trustees.**