



Incorporated Village of Huntington Bay, NY
244 Vineyard Road, Huntington Bay, NY 11743
PH: 631-427-2843 FAX: 631-425-3063

APPLICATION FOR BUILDING PERMIT

Property Location _____ Date: _____

Section _____ Block _____ Lot _____ Zoning District _____

Owner _____ Phone _____

Address _____ Email _____

Architect _____ Phone _____

Address _____ Email _____

Contractor _____ Phone _____

Address _____ Email _____

*Estimated Construction Cost \$ _____

HBV use only: VHB Fee \$ _____ Deposit \$ _____ Total \$ _____

Description of Proposed Project:

New Building _____ Addition _____ Alteration _____ Other _____

Basement sq. ft. _____ 1st Floor sq. ft. _____ 2nd Floor sq. ft. _____ Total sq. ft. _____ Height _____

Interior Alterations: ___ Structural ___ Roof: ___ Reframing ___ Plumbing ___ Electrical

Description:

Check all that apply:

Accessory Structures

___ Garage ___ Guest Cottage ___ Pool House/Cabana ___ Barn/Stable ___ Greenhouse
___ Shed _____ sq. footage
___ Playhouse; _____ sq. footage y / n plumbing
___ Gazebo _____ sq. footage
___ Pool Pavilion (roofed, open) _____ sq. footage
___ Party Tent

Porches/Breezeways

___ Unroofed ___ Roofed; ___ open ___ screened ___ partial/full glass -- heated y / n

Decks

___ Unroofed; ___ on grade no footings ___ on or above grade with footings ___ Roofed

Patios & Terraces

___ Unroofed ___ on grade or less than 18" ___ 18" above grade or higher ___ Roofed

Pergolas

attached unattached to building

Misc. Accessory Structures

Swimming Pool; vinyl gunite spa pool fencing drainage above ground
 Spa Hot Tub
 Tennis Court (includes fencing and drainage)
 Fencing: linear foot Fence replacement
 Corral Pen Fencing

Retaining Walls/Freestanding Walls/Piers:

Wood Dry Stack Stone Wall Masonry Unit Stack Wall
 Courtyard Freestanding Wall Entry Gates Entry Pier Wall Entry Pier Flanking Walls
 Entry Pier: with lights without lights

Garden Structures:

BBQ/Kitchen (permanent) Fountain Pond Pergola Trellis Arbor Follies

Utility:

Plumbing How many new fixtures? (toilet, sink, shower, etc.)
 Air Conditioning HVAC units tons
 Boiler Water Heater
 Solar Panels
 Elevator
 Fireplace; masonry gas pre-fab How many?
 Wood Stove
 Oil Tank; removal new tank abandonment
 Driveway expansion sq. footage
 Drywell
 Septic Tank
 Leaching Pool; how many rings?

Other: _____

Demolition use separate permit form.

Generator & Gas Installations use separate permit form.

ADDITIONAL FILING REQUIREMENTS (if applicable based on project)

1. For all submitted applications; Workers Compensation, Liability and Disability Certificates of Insurance naming VHB additional insured.
2. Two (2) copies of plans with L.A.C. and F.A.R. calculations and most recent property survey of existing conditions with grade elevations.
3. Surveys required: Foundation before framing; Final before Certificate of Occupancy.
4. Board of Appeals approval required? Yes No Date _____ Don't Know
5. Site Plan Review Board approval required? Yes No Date _____ Don't Know
6. Building Permit must be posted in front window.

The undersigned affirms that he/she is authorized to make this application, is responsible for the work described and that all statements and documents contained herein are true and accurate to the best of his/her knowledge and belief.

*Prior to Insurance of C.O. or C.C., the residents will execute an "actual cost" statement for additional building fees assessed.

Applicant Signature

Print Name

AFFIDAVIT OF PROPERTY OWNER

**STATE OF NEW YORK
COUNTY OF SUFFOLK**

Property in Name of (Individual or Corporation). Please Print.

deposes and says: That he/she resides at _____ Zip _____
Mailing Address of Owner

in the State of _____, that he/she is the owner in fee of all that certain lot, piece or parcel of land shown on the attached survey situate, lying and being within the incorporated Village of Huntington Bay that the work proposed to be done upon the said premises, will be done in accordance with the approved application and accompanying plans, of which he is totally familiar.

_____, being duly sworn, deposes and says that he
Name of Applicant (Please Print)

is duly authorized by the aforesaid owner to make application for a permit to perform said work in the foregoing application and accompanying plans, and all the statements herein contained are true deponent's own knowledge.

(If Corporation, give name of Corporation and name office and address of its responsible officers)

and the undersigned is authorized to make this application on behalf of said owner.

Sworn to before me this _____ day
Of _____, 20 ____

Owner _____
Signature

Applicant _____
Signature

Notary Public

Address _____

Phone _____

**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**

NO WORK IS TO BE STARTED UNTIL PERMIT HAS BEEN RECEIVED BY APPLICANT