

PRINT OR TYPE

(All three copies must be legible)



TOWN OF OYSTER BAY

HIGHWAY DEPARTMENT
150 Miller Place, Syosset, New York 11791
Phone # 677-5762 - 677-5884

**RESIDENTIAL/COMMERCIAL APPLICATION
PERMIT FOR WORK ON TOWN RIGHT-OF-WAY**

(see reverse side for explanation of terms and conditions)

Application
PERMIT NO. _____
FILE NO. _____
RECEIPT NO. _____
CASH _____ CHECK# _____

www.town-of-oyster-bay.org

Phone No. _____
(applicant)

1) _____
Name of Homeowner _____ address _____

2) _____
Name and address of licensed contractor/plumber _____ Homeowner to complete if no contractor is being hired _____

3) _____
Homeowners Insurance Company _____ Policy No. _____

_____ Nassau County Permit No. _____ Signature of Applicant _____ Date _____

LOCATIONS OF WORK TO BE PERFORMED

Address _____

Section: _____ Block: _____ Lot: _____

CHECK BELOW ONLY APPROPRIATE ITEMS BEING REQUESTED
(All measurements are in linear feet)
PERMITS OTHER THAN WATER OR SEWER REQUIRE DRAINAGE BUREAU'S APPROVAL

4a) <input type="checkbox"/> ROAD OPENING PERMIT (up to 4 Ft. wide) Length: _____ Type: _____ Sewer: _____ Water Service: _____ Other: _____ Any road opening over 4 Ft. wide must be approved by the Commissioner of Highways.	Approval: _____
4b) <input type="checkbox"/> CURB CUT/APRON PERMIT (1 Per Opening) Residential: size: _____ (maximum 20 Ft.) Commercial Size _____ (maximum 30 ft.) Lighting Bureau called <input type="checkbox"/> PVC Required <input type="checkbox"/> PVC not required	Fee: \$100.00 Paid _____
4c) <input type="checkbox"/> CURB ONLY CONSTRUCTION PERMIT (per 100 Lin. Ft. or part thereof)	Fee: \$100.00 Paid _____
4d) <input type="checkbox"/> SIDEWALK CONSTRUCTION PERMIT (per 100 Lin. Ft. or part thereof)	Fee: \$100.00 Paid _____
4e) <input type="checkbox"/> CURB DRAIN CONNECTION (includes scupper)	Fee: \$100.00 Paid _____

HIGHWAY AREA _____ MAP NO. _____ CONTRACT AREA Yes _____ No _____

TOTAL FEES RECEIVED: _____

THIS PERMIT IS NOT VALID UNLESS RECEIPT NUMBERED ABOVE. ALL CONDITIONS ON REVERSE SIDE ARE OBSERVED AND IS EXECUTED BY COMMISSIONER OF HIGHWAYS.

INSPECTED BY _____

APPROVED DISAPPROVED

REVIEWED BY _____ BY _____ DATE _____

HIGHWAY DEPARTMENT
TOWN OF OYSTER BAY NY

Comments: _____

NOTE: PERMIT EXPIRES 60 DAYS FROM DATE OF ISSUE
No work to be started until 36 hours after permit has been issued

PERMIT MUST BE AVAILABLE FOR INSPECTION

Copy Distribution:: White - Contractor/Resident
Pink - Permits
Yellow - Inspector

**EXPLANATION OF ITEMS, TERMS AND CONDITIONS
SHOWN ON REVERSE SIDE**

- (1) **Applicant** - Under Section 149, New York State Highway Law, must be a resident or taxpayer of the Town of Oyster Bay, or a corporation.
- (2) **Licensed Plumber** - If plumbing is involved, this permit must be in possession of the plumber duly licensed by the Town of Oyster Bay or his representative actually doing the work.
- (3) **Insurance Policy** - As too all highway excavations, must insure the Town of Oyster Bay for one million dollars (\$1,000,000.00) for personal liability and five hundred thousand dollars (\$500,000.00) for property Damage.
- (4) **Location** - Give street address of premises affected, or section, lot and block number and distance from nearest intersection.
- (5) **Repairs** - Any excavations made under this permit must be repaired by the applicant of the plumber or contractor at his own expense. Such repairs must be made to standards as set forth by the Commissioner of Highways.
- (6) **Acceptance** - Permit is not valid unless signed on behalf of the Commissioner of Highways and accepted by applicant or owner of premises affected. If applicant is not the owner his acceptance signifies that he is authorized by the owner of the premises affected.

GENERAL CONDITIONS

- A. Applicant understands and agrees that this permit is granted upon consideration that construction will be so performed as not to interrupt or interfere with public traffic upon the highway and upon further condition that the applicant will replace the earth remove and leave the highway in all respects, in as good condition as before construction, will keep all excavations in good repair and maintain for two (2) years after notice of completion has been given pursuant to Section 6 of the Ordinance of the Town of Oyster Bay, dated November 18, 1952 revised January 25, 1977, and will save the Town harmless for all damages which may occur by reason of such construction and upon notice by the Commissioner of Highways, the applicant will make the repairs for the protection and preservation of the highway.
- B. The owner of the property affected understands and agrees that under Section 149 of the New York State Highway Law, if the applicant fails to make any repair required to be made under the permit, they may be made by the Commissioner of Highways of the Town of Oyster Bay at the expense of the applicant and/or the owner and such expense shall be a lien prior to any other lien upon the land benefited by the use of the highway.
In addition, the issuing of additional permits to the applicant may be withheld until the required repairs are made and approved by the Commissioner of Highways.
- C. The Commissioner of Highways may revoke this permit upon failure to comply with any part of the terms and conditions hereof.
- D. **Penalties:** One Hundred (\$100.00) Dollars for each offense, pursuant to Section 7 of the Ordinance of the Town of Oyster Bay, dated November 18, 1952, as amended, and each offense constitutes disorderly conduct.
- E. **Legal requirement:** Before you dig, call No Cuts 1 - 800 - 272-4480 for location of underground utilities. Contractor is responsible for receiving clearance from all utility companies servicing area prior to commencing excavation.

T.O.B. Public Lighting Phone No. 677-5736 677-5813
Cablevision Phone No. 733-3221
Nassau County Sewer Dist. 571-4152
Water Districts: Contact your nearest Water District