



SITE WORK FORM EFFECTIVE DECEMBER 31, 2025

REFER TO DEPT. OF P & D BUILDING SITE PLAN RULES & REGULATIONS DATED 02/03/2010.

PHONE: 516-624-6246.

APPLICABLE CODES:

2025 New York Building Codes: <https://codes.iccsafe.org/codes/united-states/new-york>

Accessible and Usable Buildings and Facilities [ICC A117.1 - 2017](#)

Town of Oyster Bay Code: <https://ecode360.com/oy1221>

Office Use:

Application #

Date Received:

Section A. NYS Licensed Professional Information

NYS Licensed PE/RA Seal & Signature

A.1 NAME:

A.2 EMAIL:

A.3 ADDRESS:

A.4 CELL: Preferred OFFICE: EXT: FAX:

- * SHEET MUST BE FILLED OUT BY A NY STATE LICENSED PROFESSIONAL ENGINEER OR REGISTERED ARCHITECT, DATED, AND SIGNED & SEALED.
- * SEAL & SIGNATURE ARE REQUIRED ON THREE (3) SETS OF SITE WORK PLANS.
- * PLANS FOR EV CHARGERS MUST INCLUDE HC ACCESSIBILITY DETAILS.
- * TOB BUILDING PERMITS MUST BE FILED SEPARATELY FOR BUILDING CONSTRUCTION, BUILDING DEMO, SEWER, FIRE SPRINKLERS, AND BUILDING SIGNS, WHERE APPLICABLE.

Date:

Section B. Subject Property

Building(s) on Site

B.1 Address: _____

B.2 Section: Block: Lot(s):

B.3 Zone: B.4 Flood Hazard

Existing

New

Separate Building Permit #:

Section C. Permit Scope

E.1 Proposed
 Existing to be Maintained Year of Construction:

E.2 Description of Work: *Must convey scope of site work identified on plans.*

E.3 SITE ELEMENTS:	QUANTITIES:	
<input type="checkbox"/> Concrete Curbs	Linear FT.:	
<input type="checkbox"/> Concrete Sidewalks/curb ramps/pavers	SQ. FT.:	
<input type="checkbox"/> Asphalt Paving	SQ. YD.:	
<input type="checkbox"/> Base/Gravel	CU. YD.:	
<input type="checkbox"/> Drywells / Catch Basins	No. of DW:	No. of CB:
<input type="checkbox"/> Fence	(L' x H'):	(L' x H'):
<input type="checkbox"/> Retaining Wall	(L' x H'):	
<input type="checkbox"/> Trash Enclosure	(W' x L' x H'):	
<input type="checkbox"/> Exterior Grease Traps (DPW approval required prior to CC)	No.:	Capacity:
<input type="checkbox"/> Electric Vehicle Charging Stations (Must comply with NYS Uniform Code for HC Accessibility)	No.:	
<input type="checkbox"/> Other (Describe):		