

SECTION _____ BLOCK _____ LOT(S) _____



TOWN OF OYSTER BAY
DEPARTMENT OF PLANNING & DEVELOPMENT
DIVISION OF BUILDING
Town Hall
Oyster Bay, New York 11771

APPLICATION FOR PERMIT TO BUILD OR INSTALL

APPLICATION MUST BE TYPEWRITTEN OR PRINTED IN INK LEGIBLY.

Name _____ Street Address _____ Post Office _____ Zip _____ Phone # _____
PROPERTY OWNER: _____
LESSEE _____
TENANT: _____
APPLICANT: _____
ARCHITECT: _____
CONTRACTOR: _____
PLUMBER: _____
ELECTRICIAN: _____

ADDRESS OF CONSTRUCTION: _____
IF DIFFERENT FROM ABOVE NO. & STREET POST OFFICE ZIP CODE

LOCATION OF PROPERTY: N.E.S.W. SIDE OF _____ FEET
N.E.S.W. OF _____
OR (STREET) (POST OFFICE)
N.E.S.W. OF _____ corner of _____ and _____
(STREET) (STREET) (POST OFFICE)

CHECK HERE IF REQUESTING A WAIVER OF THE RECENT SURVEY REQUIREMENT (SEE INSTRUCTIONS FOR FURTHER INFO).

TYPE OF BUILDING

A. TYPE OF IMPROVEMENT

B. PROPOSED USE

EXISTING _____ PROPOSED _____ EXISTING _____ PROPOSED _____
1. NEW BUILDING/STRUCTURE _____ 1. ONE FAMILY _____
2. ADDITION/EXTENSION _____ 2. TWO FAMILY _____
3. ALTERATION (i.e. Garage Conv.) _____ 3. PARENT CHILD _____
4. DECK _____ 4. GARAGE _____
5. AWNING/ROOF-OVER _____ 5. BUSINESS _____
6. CELLAR ENTRANCE _____ 6. INDUSTRIAL _____
7. REISSUE # _____ 7. RESTAURANT _____
8. OTHER _____ 8. PUBLIC ASSEMBLY _____
9. OTHER _____

DESCRIBE THE WORK IN DETAIL (Size and Dimension(s) of Structure(s)) _____

CHECK HERE IF TREES ARE BEING REMOVED ON THE PROPERTY. IF SO, A **TREE PERMIT** MUST BE OBTAINED FROM THE DEPARTMENT OF PARKS. PLEASE CALL (516) 797-7956 FOR FURTHER INFORMATION.

HAVE BOTH AFFIDAVITS NOTARIZED

THE OWNER OF THE BUILDING & THE UNDERSIGNED AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THE TOWN OF OYSTER BAY, COUNTY OF NASSAU & STATE OF NEW YORK

APPLICANT

OWNER

STATE OF NEW YORK
COUNTY OF NASSAU ss: _____
_____ being duly sworn, deposes and says: That he/she resides at _____
In the hamlet of _____ in the State of _____
and that he/she is authorized by the Owner _____
who is the owner in fee of all that certain lot, piece or parcel of land shown on the attached survey, situated, lying and being within the unincorporated area of the Town of Oyster Bay, to make application for a permit to perform said work in the foregoing application and accompanying plans, and all the statements contained herein are true to deponents own knowledge.
Address: _____
Phone: _____
(Sign here) _____
Sworn to before me this _____ day of _____ 20____

STATE OF NEW YORK
COUNTY OF NASSAU ss: _____
_____ being duly sworn, deposes and says: That he/she resides at _____
in the hamlet of _____ in the State of _____
and that he/she is the owner in fee of all that certain lot, piece or parcel of land shown on the attached survey, situated, lying and being within the unincorporated area of the Town of Oyster Bay, that the work proposed to be done upon the said premises, will be done in accordance with the approved application and accompanying plans, and hereby authorizes _____
(applicant) 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 to deponent's own knowledge.
(Sign here) _____ (owner)
Sworn to before me this _____ day of _____ 20____

NOTARY PUBLIC

NOTARY PUBLIC

PLUMBING

Must Submit A Riser Diagram Indicating Piping, Size, Runs and Venting

	Basement	1 st	2 nd	3 rd	4 th
Water Closet					
Lavatory					
Bath Tub					
Shower					
Kitchen Sink					
Dish Washer					
Washing Machine					
Slop Sink					
Indirect Waste					
Urinal					
Other					
Gas Range					
Gas Dryer					
Gas HVAC					
Gas Heater					
Gas Boiler					
Gas Furnace					
Gas Hot Water Heater					
Gas Other					

NO LEAD SOLDER FOR POTABLE WATER LINES

The undersigned licensed plumber acknowledges that it is unlawful to extend or alter any existing, or install any new, plumbing or drainage work until a permit has been duly issued in conformance with the provisions of the Code of the Town of Oyster Bay and the New York State Uniform Fire Prevention and Building Code and agrees to abide accordingly.

License Number: _____

Sworn to before me this _____ day of _____ 20_____

Plumber's Name: _____

Business Address: _____

Notary Public

Acknowledged: _____

Master Plumber (Signature)

ELECTRICAL

Must Submit An Electrical Diagram

	Basement	1 st	2 nd	3 rd	4 th
Appliances					
Dryer					
Range/Stove					
Air Conditioner Unit					
Heating Equipment					
Fan					
Switches					
Outlets					
Receptacles					
Disconnects					
Electrical Panel					
Other					

The undersigned licensed electrician acknowledges that it is unlawful to extend or alter any existing, or install any new, electrical components until a Town of Oyster Bay approved set of building plans (together with electrical diagrams) stamped and sealed by a New York State licensed design professional has been duly issued in conformance with the Code of the Town of Oyster Bay and the provisions of the New York State Uniform Fire Prevention and Building Code and agrees to abide accordingly.

License Number: _____

Sworn to before me this _____ day of _____ 20_____

Electrician's Name: _____

Business Address: _____

Notary Public

Acknowledged: _____

Master Electrician (Signature)