

## Same-Day-Permit Applications

- Residents can obtain the Building Permit Application and Instructions for Same Day Permits online by visiting the Town's website [www.OysterBayTown.com](http://www.OysterBayTown.com), scrolling down, and clicking "Applications, Permits, Licenses & Forms."
- Additionally, residents may obtain the Building Permit Application and Instructions by visiting the Department of Planning and Development located at 74 Audrey Avenue, Oyster Bay, New York 11771 or one can visit the Department's Satellite Office located at 977 Hicksville Road, Massapequa, New York 11758.
- The Building Permit Application and Instructions will explain the necessary paperwork and documents needed in order to apply for Same Day Permits.
- Any person with a question regarding the Same Day Permit Process may contact the Department of Planning and Development's Building Division at (516) 624-6200 and press Prompt Number 1.

## The Department of Planning and Development (516) 624-6200

**Town Hall North**  
**74 Audrey Avenue**  
**Oyster Bay, NY 11771**

**Town Hall South**  
**977 Hicksville Road**  
**Massapequa, NY 11758**

Town Supervisor  
**JOSEPH SALADINO**



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Town Supervisor  
**JOSEPH SALADINO**

## SAME-DAY-PERMITS

*MAKING IT EASIER AND ACCESSIBLE  
FOR HOMEOWNERS TO GET  
BUILDING PERMITS*



**The Department of Planning  
and Development**  
**(516) 624-6200**

**[www.OysterBayTown.com](http://www.OysterBayTown.com)**



A Message From  
Town Supervisor  
**JOSEPH SALADINO**

Dear Neighbor,

Further demonstrating our commitment to making government more accessible and efficient, our Town offers Same-Day-Permits at both Town Hall North and at our new and improved satellite office at Town Hall South to assist residents with building permit applications.

On day one, I set out to revamp the Planning and Development Department to better assist the residents of our town. Accordingly, homeowners seeking building permits for a multitude of projects can visit either Town Hall North or South, and those seeking certain approvals can walk out of Town Hall the very same day with their approved permit. This is a win-win for residents seeking to improve their home and get contractors to work right away.

Together with my Town Board colleagues, we are continuing to work diligently to bring our residents the best services government has to offer while being mindful of taxpayer dollars.

Sincerely,

**JOSEPH SALADINO**  
Town Supervisor

## ***Projects Eligible For Same-Day-Permits***

- Any inground, semi-inground or above-ground swimming pool
- Swimming pool heaters
- Hot tubs
- Any fence greater than four feet in height, but no more than six feet high
- Prefabricated gas fireplaces
- Freestanding air conditioning units
- Sewers, leaching pools and septic tanks
- Plumbing fixtures
- Propane gas tanks (with necessary prerequisite Nassau County Fire Marshal approval)
- Hot water heaters
- Oil and gas heating units
- Tennis courts
- Solar panels
- RPZ valves
- Inground lawn sprinkler systems
- Fire sprinkler systems
- Generators