

Building Permit

Processing fee: **\$200**
Permit Fee: \$0.80 per square foot
(\$225.00 minimum)

Village of Brightwaters
40 Seneca Drive-PO Box #601
Brightwaters, NY 11718

Phone: 631-665-1280 Fax: 631-665-2830

Date _____

All complete Building Permit Applications are reviewed by the Building Inspector and then by the appropriate Village Boards. Incomplete applications will not be accepted for review.

Checklist:

- _____ Photos of all sides of the house and area in question
- _____ 1 copy of notarized application, signed by owner/agent
- _____ 1 copy of Property Deed (New Home Construction)
- _____ 1 copy of Current Property Survey (Surveys over three years old are unacceptable for all exterior renovations & pools. Decks, fences, driveways and patios may have proposed diagrams sketched in on existing surveys, regardless of the date created. **No Certificate of Occupancy will be issued without a professionally updated survey).**
- _____ New Building Structure Applications or applications/renovations and/or applications with new foundations excluding interior alterations must be accompanied by a recently updated survey depicting proposed work*
- _____ Survey or Plot Plan indicating location of proposed construction with dimensions and rear, front and side setbacks shown as appropriate.
- _____ Approval of Suffolk County Department of Health for new home construction.
- _____ 3 copies of building plans and specifications with Architect/ Engineer’s original signature and seal on each copy for New Construction and Interior and External Alterations & Additions. Plans to be complete with floor plans, sections, elevations, specifications, construction details and notes which adequately demonstrate compliance with all Village and State Codes.
- _____ Construction drawings in PDF format
- _____ If RESCHECK or COMCHECK are being used to show compliance with the Energy Conservation Construction Code, the design professional must submit the Compliance Certificate and Inspection checklist printed in color.
- _____ Notice of pre-engineered/timber construction
- _____ Processing Fee - \$200.00

Copies of the following Contractor’s licenses and insurances:

- _____ Suffolk County Home Improvement License ID card
- _____ Liability insurance
- _____ Disability insurance (DB-102.1 form - NOT ACORD form)
- _____ Workers Comp. insurance (U-26.3 or C-105.2 form – NOT ACORD form)
- _____ Suffolk County or Town of Islip Plumbing License & insurances (Liability, Workers Comp & Disability)
- _____ Electric Contractor’s License

***** ALL INSURANCE CERTIFICATES MUSTBE ON SEPARATE FORMS WITH “VILLAGE OF BRIGHTWATERS” LISTED AS CERTIFICATE HOLDER *****

Construction and Post-construction Fees are determined by VOB Board of Trustees based on inspection fees and construction costs. All fees that are part of applications to legalize construction done without permits are tripled.

NOTE: All Construction sites are required to be secured by either a temporary or permanent fence a minimum of four (4) tall. Permanent fences require permits and must comply with Village regulations.

Before a Certificate of Occupancy will be issued, an as-built survey, indicating all construction with location, dimensions and set-backs is required before a final inspection is considered. This includes all driveways, walkways, patios and decks.

VILLAGE OF BRIGHTWATERS
Building Department

Application for Permit to build or install

This application is to be submitted in triplicate.
Incomplete or illegible applications will not be accepted.

APPLICATION is hereby made for a permit to do the following
work, which will be done in accordance with the description,
survey, and plans submitted pursuant to Section 57 of the
Worker’s Compensation Law, Zoning Ordinance, Building Code
and all other applicable ordinances and laws.

Cost of Construction: \$

To be filled out by Building Department
Application/Permit No.
S.C.T.M. No 0501-
Plans Approved by
Processing Fee \$200.00 Pd.
Permit Fee \$ Pd.
CO/CC Fee \$25.00 Pd.
Zoning District ZBA
Permit Issued
Permit Expires

A PERMIT MUST BE OBTAINED BEFORE BEGINNING WORK

Property located at No. N S E W side (street), distant
N S E W from the intersection of, or corner of
and Brightwaters, New York

Property Owner Commercial Tenant
Address
Telephone E-Mail

Architect / Engineer
Address
Telephone E-Mail

Contractor / Builder
Address
Telephone E-Mail

Check all that apply

- () Residential () Commercial
() New Building () Addition () Alteration () Deck/Patio () Accessory Building/Shed
() Electrical () Plumbing, HVAC separate permit required

() Begun prior to permit () Built prior to permit
Fees will be assessed for any work performed prior to issuance of required permits.

NATURE OF WORK
Description of work:

AFFIDAVIT

I, being the,
Print Name Owner (commercial applications may be signed by Owner’s Agent)
swear that to the best of my knowledge and belief, the statements contained in this application, together with the plans
and specifications submitted, are a true and complete statement of all proposed work to be done on the described
premises and that all provisions of the Amended Zoning and Building Ordinance, the New York State Building Codes and
all other laws pertaining to the proposed work shall be complied with, whether specific or not, and that such work is
authorized by the Owner.

Signature

Sworn to before me this:

Day of 20

Notary Public, Suffolk County, New York

NOTICE OF UTILIZATION OF TRUSS TYPE CONSTRUCTION,
PRE-ENGINEERED WOOD CONSTRUCTION AND/OR TIMBER CONSTRUCTION
IN RESIDENTIAL STRUCTURES
(In accordance with Title 19 NYCRR PART 1265)

Inc. Village of Brightwaters
40 Seneca Drive
Brightwaters, NY 11718

TO: Robert E. O’Shea, R.A. , Building Inspector

OWNER OF PROPERTY: _____

SUBJECT PROPERTY (ADDRESS AND TAX MAP NUMBER):

PLEASE TAKE NOTICE THAT THE (CHECK ALL THAT APPLY):

- ☐ New Residential Structure
- ☐ Addition to Existing Residential Structure
- ☐ Rehabilitation to Existing Residential Structure

TO BE CONSTRUCTED OR PERFORMED AT THE SUBJECT PROPERTY REFERENCE ABOVE WILL UTILIZE
(check each applicable line):

- ☐ Truss Type Construction (TT)
- ☐ Pre-Engineered Wood Construction (PW)
- ☐ Timber Construction (TC)
- ☐ None of the above

IN THE FOLLOWING LOCATION(S) (CHECK APPLICABLE LINE):

- ☐ Floor Framing, Including Girders and Beams (F)
- ☐ Roof Framing (R)
- ☐ Floor Framing and Roof Framing (FR)

SIGNATURE: _____ DATE: _____

PRINT NAME: _____

CAPACITY (Check One): ☐ Owner ☐ Owner’s Representative