



Permit no.

ONE BONNIE HEIGHTS ROAD  
MANHASSET, NY 11030

### BUILDING PERMIT APPLICATION

To be completed in ink or typed and submitted to the Village along with plans & specifications and required fees.

**SITE ADDRESS** \_\_\_\_\_

**SECTION** \_\_\_\_\_ **BLOCK** \_\_\_\_\_ **LOT** \_\_\_\_\_ **ZONE** \_\_\_\_\_

**APPLICANT'S NAME** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

**PHONE** \_\_\_\_\_ **EMAIL** \_\_\_\_\_

**1. STATE PROPOSED WORK IN DETAIL**

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**2. OWNER** \_\_\_\_\_  
**ADDRESS** \_\_\_\_\_  
**PHONE #** \_\_\_\_\_  
**EMAIL** \_\_\_\_\_

**3 ARCHITECT** \_\_\_\_\_  
**ADDRESS** \_\_\_\_\_  
**PHONE #** \_\_\_\_\_  
**EMAIL** \_\_\_\_\_

**4. CONTRACTOR** \_\_\_\_\_  
**ADDRESS** \_\_\_\_\_  
**PHONE #** \_\_\_\_\_  
**EMAIL** \_\_\_\_\_

**5. Is this project a new building? (Y) (N)**

**A. Use of proposed structure:** \_\_\_\_\_

**B. If yes, Square Footage Details:**

**First Floor** \_\_\_\_\_ **Second Floor** \_\_\_\_\_

**Basement** \_\_\_\_\_ **Other** \_\_\_\_\_

**C. Proposed Height** \_\_\_\_\_ **No. of Stories** \_\_\_\_\_

**D. Size of lot (sq. ft.)** \_\_\_\_\_

**E. Area of main building (include porches, projections)** \_\_\_\_\_

**F. Area of accessory buildings/structures** \_\_\_\_\_

G. Percentage of lot to be occupied \_\_\_\_\_

H. Front setback \_\_\_\_\_ Rear setback \_\_\_\_\_

I. Right side yard \_\_\_\_\_ Left side yard \_\_\_\_\_

6. Is this an addition, alteration or renovation? ( Yes ) ( No )

A. If yes, does the structure comply with Building, Zoning and Plumbing Codes? (Yes) (No)

B. Area of existing building \_\_\_\_\_

C. Size of proposed addition \_\_\_\_\_

D. Present % of Lot \_\_\_\_\_

E. Proposed % of Lot \_\_\_\_\_

F. Front setback \_\_\_\_\_ Rear setback \_\_\_\_\_

Right side yard \_\_\_\_\_ Left side yard \_\_\_\_\_

7. Is this project a demo? (Y) (N) SEPARATE DEMOLITION PERMIT REQUIRED

8. Will any FILL be brought onto this site? ( Yes ) ( No )

Will the property be re-graded to change site contours? ( Yes ) ( No )

9. Will a bond be required? New dwelling, addition in excess of 500 sq. ft., swimming pool ( Yes ) ( No )

10. **The following affidavits must be completed:**

By signing below I attest that all statements and facts submitted in these documents are true.

**Affidavit to be completed by Owner/Agent**

**STATE OF NEW YORK**

**COUNTY OF NASSAU:**

\_\_\_\_\_ Being duly sworn, deposes and says he is  
the owner in fee of the property/agent of the property owner described in the foregoing  
(choose one)

application and that the statements contained herein are true to the best of his knowledge and belief.

Sworn to me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

Signed \_\_\_\_\_

Notary \_\_\_\_\_

***INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED!***

- Current Survey (within past 6 months) – 2 copies
- Site Plans & photographs – 2 copies
- Copy of Contractor/Plumber /Electrician License
- Insurance: General liability, Worker's Comp, Disability

For Swimming pool permits, letter of water availability from your water company

Total estimated cost of construction: \$ \_\_\_\_\_ \*

Permit Fee \$ \_\_\_\_\_ (1% of 300.00 / sq ft + \$500)

Impact fee \_\_\_\_\_ (\$1000.00 + 2.50 / sq ft) Paid on \_\_\_\_\_

**ALL FEES ARE NONREFUNDABLE**

\*For major projects, you will be asked to certify the actual cost of construction prior to the issuance of a certificate of occupancy and the permit fee will be adjusted accordingly.