

Building Permit

Processing fee: **\$150**

First Floor: \$225 up to 300sf, \$0.75 per sf 300+

Second Floor \$0.60/square foot

DATE _____

Village of Brightwaters

40 Seneca Drive-PO Box #601

Brightwaters, NY 11718-1901

Phone: 631-665-1280

Fax: 631-665-2830

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, Alterations and 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
- Copies of the following Licenses and Insurances Required:**
- ___ Suffolk County Home Improvement
 - ___ Contractors Liability and Worker's Compensation and Disability Insurance
 - ___ Suffolk County or Town of Islip Plumbing License & Insurances (liability, workers comp & disability)
 - ___ Electric Contractor's License
- ___ Processing Fee

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.

NOTES

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1. All construction sites are required to be secured by either a temporary or permanent fence a minimum of four (4) feet tall. Permanent fences require permits and must comply with Village regulations. Temporary fences must be approved by the Building Inspector.
2. 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.