

Permit No. _____ Permit Fee _____ Date _____ Job _____

**INC. VILLAGE OF OLD WESTBURY
APPLICATION FOR TANK PERMIT**

No building permits shall be issued without proper Board resolutions.

Section: _____ Block: _____ Lot(s): _____

Owner's Last Name: _____ First Name: _____

Address: _____

Home Phone: _____ Business Phone: _____

Contact for Permit: _____ Telephone: _____

Estimated Cost of Proposed Construction: _____

Address Location of Permit _____

Description of Work: _____

Proof of General Liability and Workers' Compensation Insurance for each of the below.

Architect: _____ License No: _____

Address: _____ Phone No: _____

Contractor: _____ License No: _____

Address: _____ Phone No: _____

Plumber: _____ License No: _____

Address: _____ Phone No: _____

Electrician: _____ License No: _____

Address: _____ Phone No: _____

PROPERTY INFORMATION:

Is this a permit to legalize an existing structure? () Yes () No

Will any trees be cut down? () Yes () No Tree Removal Application Attached? () Yes () No

Square Footage of Lot: _____ Current % of Lot Coverage: _____

Existing Volume per Certification Letter: _____

Zoning District: _____ Proposed % of Lot Coverage: _____

Proposed Volume: _____ Total Volume on Plot: _____

Total Lot Coverage: _____ Height: _____ feet Stories _____

Plan Bd/BZA or Plan Bd Sub Committee Approval: () Yes () No

Site Plan Review: () Yes () No

DISTANCES FROM PROPOSED BUILDINGS TO PROPERTY LINES:

	Front Yard	Rear Yard	Side Yard
Main Building	_____ feet	_____ feet	_____ feet
Accessory Structures	_____ feet	_____ feet	_____ feet

OWNER'S AUTHORIZATION:

1. I agree to permit the Building Inspector and any officer or employee of the Village of Old Westbury to enter upon the premises in the discharge of their duties with this application.
2. Approved plans and a copy of the approved permit will remain on the premises at all times until a Certificate of Occupancy is issued. These plans will be made available to the Building Inspector.
3. The Building Inspector will be given a minimum of 48 hours notice to make the required inspection and no work will continue until such inspection has been completed and approved.
4. The owner or his/her representative will be responsible to arrange for all required inspections.
5. Permit will expire within one (1) year from date of issuance unless construction is in progress. No work is to be started until permit has been received by the applicant.

State of New York)

County of Nassau)

_____ depose and say: that he/she resides at
_____ mail address of
owner in the State of _____, that he/she is the owner of all certain lots,
parcel of land shown on the attached survey Section _____ Block _____ Lot(s)
_____ situated, lying and being within the incorporated area of the Village of Old
Westbury; that I/we have read and understand the items above as here in stated, that
the work to be done upon the premises, will be done in accordance with the approved
application and accompanying plans, of which he/she is totally familiar and that he/she
hereby names _____ as his or her representative to file this
application on his/her behalf.

Sworn to me this _____ day of _____ 20__

Signature of Notary Public

Signature of Homeowner

**Village of Old Westbury
1 Store Hill Road
Old Westbury, NY 11568
(516) 626-0800**

Needed For Tank Permit Application

- Application
- \$500.00 permit fee
- \$250.00 certificate of occupancy fee for above ground tank
- Copy of Workman's Compensation
- Certificate of Liability Insurance, naming VOW as an additional insured.
- Copy of Master Plumber's License from one of 3 townships
- Certificate of Competency from Town
- Affirmation of non-leaking tank from Nassau County Health Department for Fuel Tanks; Propane Tanks require letter from Fire Marshall.
- Letter stating of method of abandonment of old tank
- Survey of property from a Licensed Surveyor, signed and sealed, showing proposed location of tank and/or line.

COPY OF SURVEY BY A LICENSED SURVEYOR SHOWING PROPOSED & FINAL LOCATION ABSOLUTELY REQUIRED

**Village of Old Westbury
Propane/Fuel Oil Tank Abandonment/Installation Permit**

PERMIT FEE \$500.00

Abandonment Certification required.

**COPY OF SURVEY BY A LICENSED SURVEYOR SHOWING PROPOSED & FINAL LOCATION
ABSOLUTELY REQUIRED**

**CERTIFICATE OF COMPLIANCE REQUIRED
FOR ANY ABOVE GROUND STRUCTURES.**

Contractor: _____

Address: _____

Phone#: _____ **PERMIT #:** _____ Cost of Construction: _____

ATTACH CONTRACTOR GENERAL LIABILITY & WORKMANS COMPENSATION INFORMATION.

Section: _____ Block: _____ Lot: _____

Name of Property Owner: _____

Address: _____

Above ground tank

Below Ground

Description of Work: _____

Existing Tank Information:

Tank Size: 275 550 1,000

Fill Material: Sand Concrete Approved Foam

Tank Location Diagram:

↑

↑

New Installation:

Tank Size: 275 550 1,000

Location: Below Ground Indoors Above ground on pad/containment

Date: _____

APPROVED BY SUPERINTENDENT OF BUILDINGS & PUBLIC WORKS

1 Store Hill Road, Old Westbury, NY 11568

Tel. 516 626-0800 Fax. 516 626-1296

**APPLICATION FOR
CERTIFICATE OF OCCUPANCY/COMPLETION
VILLAGE OF OLD WESTBURY
NEW YORK**

Certificate No.: _____ Application Date: _____

Issued Date: _____ Type: _____

No certificate will be issued unless all final requirements stamped on building plans are met. This includes a final survey, done by a licensed surveyor, electrical underwriter's certificate from Village approved electrical inspector, architect's certification letter and final inspection done by Village Superintendent of Buildings and Public Works. The undersigned, as owner, or agent for owner, (circle one) will request that final inspection to be made and a Certificate of Occupancy/Completion be issued for the (new/altered) building at the following location after all completed requirements are made.

Section: _____ Block: _____ Lot: _____

Street: _____

Building Permit No: _____

Issue Date: _____

Signature: _____

Address: _____

Phone: _____

Email: _____

REQUIREMENTS FOR A CERTIFICATE OF OCCUPANCY

1. Final Survey (2 copies) stamped and sealed by a licensed land surveyor.
2. Electrical underwriter's certification by village accepted agency.
3. Architect's certified letter with signature and seal, stating that all phases of construction were constructed as per village approved plans. Project conforms to the N.Y. state residential Code, international Building Code and the Village's allowable volume, zoning ordinance, structural design, strapping, hold downs, and Energy Code requirements.
4. Final inspection and approval of Building Department.
5. Letter of Certification of Drywells for Drainage from Engineer and/or Surveyor, stating number of installed drywells, dates and sizes of rings, dome and cover.
6. Approval of cesspool by Nassau Health Department (For a New Home)
7. Pressure test certification letter from installer.
8. Final approval from the Water Department regarding possible upgrading of your meter pit.
9. Elevator Certification (if applicable)
10. Completed Landscaping. New homes must have a landscaping inspection done with the Building Inspector and Planning Board Sub-Committee Chairman. Landscaping must match what was originally approved