

INCORPORATED VILLAGE OF PORT JEFFERSON

INFORMATION REQUIRED FOR BUILDING PERMIT APPLICATION ZONING BOARD OF APPEALS

- $\overline{}$ Two (2) sets of to scale design sketches. areas in square feet. elevations and building area calculations for existing, proposed and modified All design sketches must provide
- 2. all structures, yard requirements updated within the last two (2) years. Two (2) copies of a survey indicating the work to be performed and indicating
- $\dot{\omega}$ Evidence of ownership by current tax bill, contract of sale or deed
- 4. improvements present on the property Evidence of a Certificate of Occupancy or Certificate of Existing Use for all

and application is complete Applicant will be contacted when a full and complete review of the property

required. Two Hard Copies and one Electronic submission of the above documents is

* Please note that this is a truncated Building Permit Application requiring only the the Zoning Board of Appeals. information that is needed to acquire a denial for the purpose of seeking relief from long form Building Permit Application will be required prior to issuance of a Building Permit. After said relief has been granted, completion of the

APPLICATION FOR BUILDING PERMIT ZONING BOARD OF APPEALS RELIEF REQUIRED

Application Date	Address	Signature of Applicant
	(Notary Public, Suffolk County, N.Y.)	<u>;</u>
, 20	day of	Swom before me this
(Owner, Owner's Agent, Architect, Contractor)	Signature	
I 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 BUILDING CODE, the ZONING ORDINANCE, and all other laws pertaining to the proposed work shall be complied with, whether specified or not, and that such work is authorized by the owner. I also state that any structure located on the lot for which this application is made has functioning SMOKE and CARBON MONOXIDE DETECTORS installed in accordance with New York State Department of State requirements.	cnowledge and belief the statements contained piete statement of all proposed work to be dilling ORDINANCE, and all other laws pertawork is authorized by the owner. I also state the and CARBON MONOXIDE DETECTORS	I swear that to the best of my submitted, are a true and cor BUILDING CODE, the ZON specified or not, and that such made has functioning SMOK State requirements.
I am fully informed that it is a violation of the Ordinances of the Village of Port Jefferson to occupy the dwelling to be erected on this property until a Certificate of Occupancy shall have been issued by the Village Building Inspector.	a violation of the Ordinances of the Village of Occupancy shall have been issued by the Vill	I am fully informed that it is property until a Certificate of
hereby certify that I have received, read and understand all of the enclosed instructions regarding the Building Permit Application for the Village of Port Jefferson and have fulfilled this application out to the best of my ability.	hereby certify that I have received, read ion the Village of Port Jefferson and have fulfi	I Building Permit Application
	erson Suffolk, State of New York	Incorporated Village of Port Jefferson Town of Brookhaven, County of Suffolk, State of New York
	AFFIDAVIT	
	O BE PERFORMED	DESCRIBE, THE WORK TO BE PERFORMED
EMAIL	PHONE NUMBER	CONTACT PERSON
		PROPERTY ADDRESS _
PHONE NUMBER		OCCUPANT
	Public (Local, State, Fed.)	☐ Private
		PROPERTY OWNER:
BLOCK LOT	SECTION B	DATE RECEIVED

INCORPORATED VILLAGE OF PORT JEFFERSON

88 North Country Road, Port Jefferson, NY 11777 Telephone: (631) 473-4744 Fax: (631) 473-2049

DISCLOSURE AFFIDAVIT

COUNTY OF SUFFOLK) STATE OF NEW YORK)

SS

the Building Department. am an applicant for a project or an owner of the land which is the subject of a pending application before being by me duly sworn, disposes and says:

official or employee, their spouse, brothers, sisters, parents, children, grandchildren, or the spouse of any of them: of Port Jefferson or the County of Suffolk shall be deemed to have an interest in the applicant or owner when that For the purpose of this disclosure, an official of the State of New York or an official or employee of either the Village disclosures herein.

misdemeanor as provided by General Municipal Law 809 should I knowingly or intentionally fail to make all

- is the applicant or owner,
- ω partnership or association applicant or owner, or is an officer, director, partner, or employee of the applicant or owner, legally or beneficially owns or controls stock of a corporate applicant or owner, or is a member of a
- employee may receive any payment or other benefit, whether or not for services rendered, dependent or contingent upon the favorable approval of such application. a party to an agreement with the applicant or owner, express or implied, whereby said official or

American Stock Exchanges shall not constitute an interest for the purposes of this disclosure Ownership of less than five per cent of the stock of a corporation whose stock is listed on the New York Stock or

YOU MUST ANSWER THE FOLLOWING QUESTIONS EITHER YES or NO

Do any of the following individuals have an interest in the applicant or owner, as defined above?

- any official of New York State
- any official or employee of the Village of Port Jefferson or Suffolk County?

Being so informed and warned, my response to the above question is: YES NO

the nature and extent of the interest of said individual(s) in the applicant owner: If the answer above is yes, General Municipal Law Section 809 requires that you disclose the name and residence and

Notary Public



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DISCLOSURE AFFIDAVIT (OWNER)

owners) OWNER: This section must be completed for all applications. (Separate sheets may be used for multiple

this application, I hereby authorize employees or agents of the Incorporated Village of Port Jefferson, in conjunction with this application, to enter and inspect the project site as necessary. Be advised that I am the owner of record of the property referenced herein and hereby consent to this application. By

IN WITNESS WHEREOF I have hereto set my hand this day of20
(Owner Signature)
STATE OF NEW YORK)
) ss.:
COUNTY OF SUFFOLK)
On the _day of in the year before me the undersigned, personally appeared
personally known to me or proved to me on the basis of satisfactory evidence to be
the individual(s) whose name(s) is (are) subscribed to be within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or

(Notary Public)