



VILLAGE OF BELLPORT BUILDING PERMIT REQUIREMENTS

All building applications submitted to the Building Department in the Village of Bellport must contain the following in order to be reviewed by the building inspectors:

1. A completed, signed and notarized building application.
2. Four (4) copies of a complete and legible survey that is drawn to scale as determined by the building inspector. It must contain all **existing** buildings and structures, and indicate the distance from the nearest street. The survey must contain the surveyor's seal and the date.
3. Four copies of a survey or site plan, prepared by a licensed architect or surveyor, showing the location of all **proposed** construction with exact dimensions and setbacks.
4. Four (4) sets of construction plans. Existing structures require AS BUILT PLANS. (If a variance is required, construction plans may not be required until after the ZBA approval. Please see the building inspector for further instructions).
5. A completed, signed and notarized Residential Smoke Detector Affidavit.
6. A completed, signed and notarized Solder and Anti-Scald Certification. (Only needed if new plumbing is being installed.)
7. One (1) photocopy of tax bill or tax printout to specifically identify the property and current owner.
8. One (1) photocopy of all Certificates of Occupancy, Compliance, Existing Use or Zoning Compliance for all existing structures on the premises.
9. New York State Workers Compensation Form CE-200 if homeowner is acting as general contractor or contractors' Workers Compensation Insurance.
10. One signed and dated Short Environmental Assessment Form
11. A statement of estimated cost, materials and labor, for the requested project.

December 2008
Angus Graham
Chief Building Inspector