

Inc. Village of Hewlett Bay Park

30 Piermont Ave · Hewlett · New York · 11557
T: (516) 295-1400 F: (516) 295-1406



Building Department

BuildingInspector@hewlettbayparkny.gov
Buildingdepartment@hewlettbayparkny.gov

Driveway/Pavement Permit Application Requirements

- ❖ Completed permit application form
- ❖ Application Fee: \$200.00 (non-refundable)
- ❖ Two (2) Up-to-date surveys and plot plan must include:
 - Plot plan indicating all dimensions and square footage of proposed work.
 - Zoning chart to include impervious surface coverage calculations as per code.
 - Drainage calculations (5-inch rainfall), with location of drainage structure(s) and piping.

Additional Information

- ❖ All contractors must submit a copy of their **Nassau County Consumer's Affairs** license and **General liability insurance** with the Village of Hewlett Bay Park as the certificate holder as well as additionally insured and **Worker's compensation**.
- ❖ Applications will be reviewed upon the submission of all required items.

Incomplete applications will not be accepted!

NO WORK SHALL BEGIN UNTIL A PERMIT HAS BEEN ISSUED

Inc. Village of Hewlett Bay Park

30 Piermont Ave · Hewlett · New York · 11557

T: (516) 295-1400 F: (516) 295-1406



Building Department

BuildingInspector@hewlettbayparkny.gov

Buildingdepartment@hewlettbayparkny.gov

Driveway/Pavement Permit

PROPERTY _____ Section _____ Block _____ Lot(s) _____

OWNER(S): _____

MAILING ADDRESS: _____

EMAIL: _____ TEL: _____

LOT SIZE: _____ SQUARE FEET

☐ DRIVEWAY WORK

☐ PAVEMENT/PAVER WORK

DRIVEWAY _____ SQUARE FEET

PAVEMENT/PAVER _____ SQUARE FEET

DESCRIPTION OF WORK:

ARCHITECT/ENGINEER: _____

ADDRESS: _____

EMAIL: _____ TEL: _____

CONTRACTOR: _____

ADDRESS: _____

EMAIL: _____ TEL: _____

ALL CONTRACTORS MUST SUBMIT :

- 1) NASSAU COUNTY CONSUMER AFFAIRS LICENSE
- 2) LIABILITY INSURANCE - VILLAGE OF HEWLETT BAY PARK MUST BE LISTED AS THE CERTIFICATE HOLDER & ADDITIONALLY INSURED.
- 3) WORKERS COMENSATION INSURANCE - VILLAGE OF HEWLETT BAY PARK MUST BE LISTED AS THE CERTIFICATE HOLDER

State of NY

County of Nassau SS:

AFFIDAVIT OF OWNER

I _____ BEING DULY SWORN, DEPOSES AND SAYS; THAT ALL WORK BEING DONE ON THE PREMISES IN ACCORDANCE WITH THE STATEMENT IN WRITING, AND THE PLANS OF SUCH PROPOSED WORK IS DULY AUTHORIZED BY.

Signature

Approval

Permission as required by the Building Code of Hewlett Bay Park to perform the work as described in the within statement and the attached plans and specifications, which are part hereof, is granted.

Examined & recommended for approval on _____, 20 _____

Building Inspector

Driveway Fee

New, repair or remodel driveway - \$0.25 per square foot

Paving Permit. (Other than a driveway)

\$1.00 per square foot for the first 500 square feet and \$0.50 each additional square foot.