



## *Inc. Village of Woodsburgh*

30 PIERMONT AVE · HEWLETT · NY · 11557  
TEL · (516) 295-1400 · FAX · (516) 295-1406

### DRIVEWAY / PAVING PERMIT APPLICATION REQUIREMENTS

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**All applications and plans must be submitted by PDF as well to  
Buildingdepartment@woodsburghny.com**

- ❖ 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.

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#### **Additional Information**

- ❖ All contractors must submit a copy of their **Nassau County Consumer's Affairs license** and **General liability insurance** with the Village of Woodsburgh 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\***



# Incorporated Village of Woodsburgh

30 PIERMONT AVE HEWLETT, NY 11557

TEL: 516-295-1400

BUILDINGDEPARTMENT@WOODSBURGHNY.COM

## DRIVEWAY/PAVING APPLICATION

### Office Use Only

App Fee: **\$200**

App#: \_\_\_\_\_

Permit #: \_\_\_\_\_

Date Issued: \_\_\_\_\_

Permit Fee: \_\_\_\_\_

Owner: \_\_\_\_\_

Property Address: \_\_\_\_\_ SBL: \_\_\_\_\_

Email: \_\_\_\_\_ Tel #: \_\_\_\_\_

Mailing Address (if different from property): \_\_\_\_\_

Residential Zone: \_\_\_\_\_ Lot Size: \_\_\_\_\_

Driveway  Paving/Surface change

### 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.

Description of work being performed: \_\_\_\_\_

Architect / Engineer's name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Tel #: \_\_\_\_\_

Contractor name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Tel #: \_\_\_\_\_

Nassau County Consumer Affairs License #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

### Affidavit of Owner / Applicant

State of NY  
County of Nassau SS:

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

Sworn To before me this  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Notary Stamp

\_\_\_\_\_  
Notary Public

### Approval

Permission as required by the Building Code of Woodsburgh 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



# Inc Village of Woodburgh

## OWNERS ACKNOWLEDGEMENT AFFIDAVIT

I, \_\_\_\_\_ being duly sworn, depose and say that I am the owner of \_\_\_\_\_, and that I have authorized the work to be performed at my property by \_\_\_\_\_ (Contractor).

I have read and understand the responsibilities stated below as the homeowner and person responsible while work is being performed on my property. I have familiarized myself with the conditions set forth for the issuance of the building permit as well as the Code of the Village of Woodburgh including but not limited to:

1. The Building Permit is valid for one (1) year from the date of issuance stated on the permit. If for any reason the work is not completed before the expiration date, you must obtain a six (6) month extension by submitting a request along with the fee that is due prior to the expiration date.
2. In order to obtain a Certificate of Occupancy or Completion the required documents must be submitted. (Electrical Certificate, Final Survey, any related documents required by the Building Inspector) and ALL inspections must be completed. The **homeowner** is responsible for all open permits.
3. Hours work can be done:
  - a. Monday through Friday – 8:00am to 6:00pm
  - b. Saturday, Sundays and Legal holidays – **NO WORK**
4. The property must be kept clean and in safe condition at all times during construction.
5. Any and all changes to the approved plans must be submitted to the Building Department and approved by the Inspector.
6. Make sure your contractor has their vehicles parked legally along the street if they cannot park in your driveway.

I make this affidavit with the full knowledge that the Building Department relies upon the truth of the statements herein contained and in relying thereon will issue a permit called for in the application.

\_\_\_\_\_  
(Property Owner's Signature)

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
(Notary's Signature)

**Notary Stamp:**



Date: \_\_\_\_\_

# Village of Woodburgh

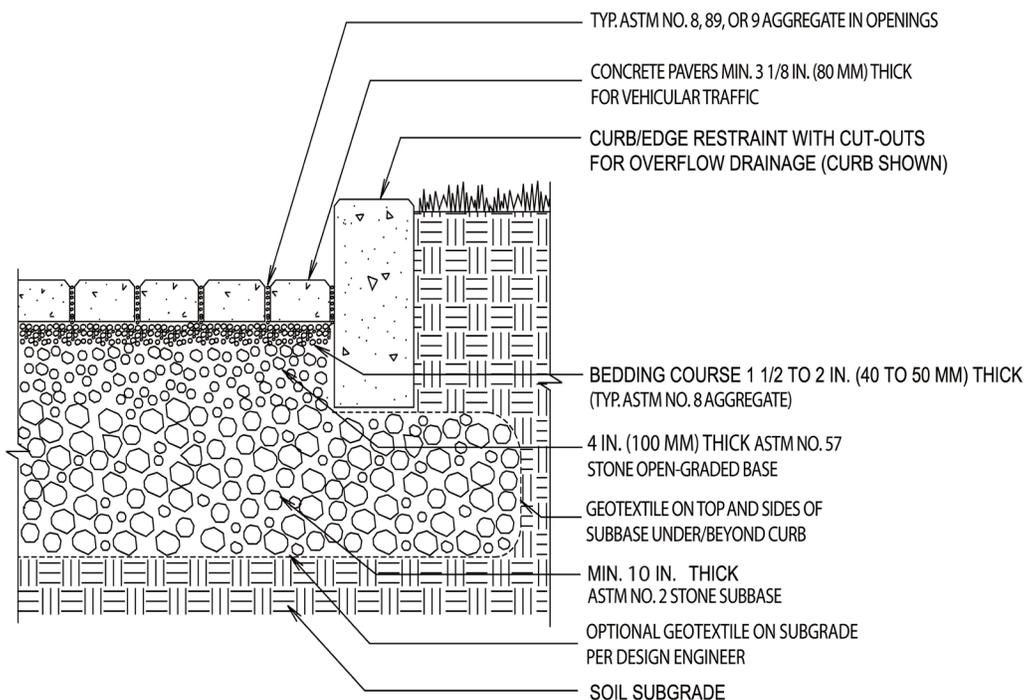
## PERMEABLE PAVER OWNER & CONTRACTOR CONSENT

Property: \_\_\_\_\_

Section: \_\_\_\_\_ Block: \_\_\_\_\_ Lot(s): \_\_\_\_\_

- Gap/Openings must be a minimum of 3/8 inch
- 13% of Surface shall be pervious
- Pavers must be **Interlocking** & approved by the Village

**\*NOTE: STEPPINGSTONES AND SLABS WILL NOT BE CONSIDERED AS PERMEABLE.**



### **Required Inspections by the Building Department:**

1. Excavation and permeability substrate soil condition.
2. Installation of gravel base to required depth & size.
3. Final installation of pavers.

We, the undersigned understand and agree to the requirements of the installation of permeable interlocking paver system and will contact the Building Department for the required inspections. We understand that if the pavers are not the approved type and/or are not installed properly, both paver and substrate will have to be removed and the correct paver and installation will be required.

Owner: \_\_\_\_\_  
(PRINT NAME)

Contractor: \_\_\_\_\_  
(PRINT NAME)

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_