

Village of Roslyn
PLUMBING PERMIT - GENERAL INFORMATION

THIS INFORMATION IS FOR PLUMBING PERMITS ONLY

Plumbing Permits are needed for the following work:

**Sprinkler Systems/Backflow Devices
New/Alteration Plumbing/Gas Fixtures**

1. No application will be accepted for processing or submission to the Village Building Inspector for consideration by anyone other than a licensed Plumber holding a valid Plumber's License issued by the Village of Roslyn. **All plumbing permit fees MUST be paid for by a check from the plumber.**
2. Permit Fee MUST be paid at time application is filed.
3. ALL FEES ARE NON-REFUNDABLE.
4. All blanks on the Application are to be filled in. If an item is "not applicable" note as N/A. Leave no blanks.
5. All applications are subject to Building Department approval.
6. No license or permit will be issued if the applicant, business, or a principle of the corporation submitting the application has any outstanding unpaid violations due the Village.
7. The permit issued by the Building Inspector must be prominently displayed and readily available for review by any Village designated authority.
8. All Permits issued are valid for one (1) year from date of issue and must be renewed with Building Inspector approval if work is not completed to avoid a summons.
9. All new work, alterations and replacements must be in compliance with the New York State Uniform Fire Prevention and Building Code with regard to water saving devices and all other requirements as set forth in the code.
10. Plumbing Permits are issued as soon as possible after submission of all required documents and Building Inspector approval. **DEPENDING ON SCHEDULING IT MAY TAKE TWO OR MORE WEEKS FOR APPROVAL.** You will be notified when your application is approved or denied. If approved, you may pick up your permit upon payment in full of the permit fee.

Upon issuance of the permit it is the responsibility of the permit holder to request inspections. An appointment may be made by contacting the Village Building Department to schedule an inspection appointment. The phone number is 516-621-1961. On the next page is additional information.

Village of Roslyn
PLUMBING PERMIT APPLICATION

** See general information sheet for information and requirements. ***

COMPLETE ALL PAGES OF THIS APPLICATION

DATE: _____

PERMIT # _____

PROPERTY INFORMATION:

SECTION: _____ BLOCK: _____ LOTS: _____

OWNER'S LAST NAME: _____ FIRST NAME: _____

ADDRESS: _____

HOME PHONE: _____ BUSINESS PHONE: _____

APPLICANT (if different) NAME: _____ FIRST NAME: _____

ADDRESS: _____

HOME PHONE: _____ BUSINESS PHONE: _____

DESCRIPTION OF WORK: _____

CHECK ALL THAT APPLY: NEW DWELLING: _____ ALTERATION: _____

ADDITION: _____ ACCESSORY BLDG: _____

Is this a permit to legalize an existing structure? YES _____ NO _____

ESTIMATED COST OF PROPOSED CONSTRUCTION: _____

PRESENT USE OF BUILDING _____ PROPOSED USE: _____

SQ. FT OF WORK AREA: _____

PLUMBER:

NAME: _____ ROSLYN LIC#: _____

BUSINESS NAME: _____ PHONE NUMBER: _____

ADDRESS: _____

CONTACT PERSON: _____

=====

OFFICE USE ONLY

Violation File Checked: _____ Documentation Required Received: _____

Application Rec'd. By: _____

Fee Paid: _____ Date Building Dept. /Board Approved: _____

Permit #: _____ Date Issued: _____ Issued By: _____

Indicate Number of:

Proposed Fixtures

Fixture Type	Basement	1 st Floor	2 nd Floor
Water Closets			
Urinals			
Wash Basins			
Bath Tubs			
Sinks			
Slop Sinks			
Showers			
Dish Washers			
Fuel Waste Oil Tank			
Gas Piping			
Gas Meter			
Water Meter			
Sprinkler System			
Backflow Device			
Hot Water Heater			
Oil Burner			
Gas Burner			
Stove			
Dryer			
Drainage Pool			
Sewer Connection			
Water Connection			
Other: _____			

**VILLAGE OF ROSLYN
 BUILDING DEPARTMENT
 OWNER'S AUTHORIZATION**

I (we) hereby certify that:

- 1) The information provided on this permit application is true and correct. I understand that the Village of Roslyn will approve or deny a permit based on the information provided.
- 2) I agree to permit the Building Inspector and any officer or employee of the Village of Roslyn to enter upon the premises in the discharge of their duties with this application.
- 3) Approved plans and a copy of approved permit will remain on the premises at all times until Certificate of Occupancy/Completion/Approval is issued. These plans will be made available to the Building Inspector.
- 4) 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.
- 5) Owner or his representative will be responsible to arrange for all required inspections.

State of New York]
 County of Nassau]

Property Owner - Please Print _____

Property Owner deposes and says that he/she resides at: _____
 in the State of _____, that he/she is the owner in fee of all certain lots, parcel of land shown on the attached survey Section _____
 Block _____ Lot(s) _____ situated, lying and being within the Village of Roslyn; that I/we have read and understand items 1
 through 4 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 totally familiar and that he/she hereby names _____ as his or her
 representative to file this application on his/her behalf.

Signature of Owner _____

Sworn to me this _____ day of _____ 20 _____

Notary Stamp

Signature of Notary Public _____