## INC. VILLAGE OF UPPER BROOKVILLE

PO BOX 600, OYSTER BAY, NY 11771 (516) 624-7715 ext. 2 upperbrookville.org

## REQUIREMENTS FOR TENNIS/SPORTS COURT PERMIT – $\underline{NO\ LIGHTING}\ ALLOWED$

Proof of ownership such as deed or tax bill.

Permit application form – (2 copies)

Survey showing all structures on property including the proposed structure dimensioned from all property lines. 3 copies

Topographical Survey & Erosion Control Plan if in or near a sloped area. 3 copies

Three copies of landscape plan. NOTE: 20' buffer area may not be disturbed as per Village Code Section 205-12 E.

Tree Permit is necessary if removing any trees over 6" in diameter and 2 copies of survey map with location of trees (type & size) to be removed.

Nassau County Tax Assessors form.

## Filing Fees:

Architectural Site Plan Review due with filing - \$110. Engineering Deposit - \$1,500

Permit Fees due when permit is approved as noted below:

60' x 120' maximum - \$2,000 30' x 60' maximum - \$1,000 plus \$100.00 Certificate of Completion Fee

## **Contractor Requirement**

Copy of Nassau County License
Insurance Certificate for Worker's Compensation – C-105.2 or U-26.3
Liability Insurance – Accord Form
Disability Insurance – DB120.1 Form

- All forms must note Village as Certificate Holder – address above.

Note: Once the building permit is issued, NO CHANGES ARE PERMITTED WITHOUT PRIOR APPROVAL BY THE BUILDING DEPARTMENT AND THE ARCHITECTURAL REVIEW BOARD.