

INC. VILLAGE OF UPPER BROOKVILLE

24 WOLVER HOLLOW ROAD

GLEN HEAD, NY 11545

(516) 624-7715 ext. 3

buildingdept@upperbrookville.org

REQUIREMENTS FOR FENCES, WALLS, PIERS & GATE PERMIT

Proof of ownership such as deed or tax bill.

Permit application form – (2 copies)

Survey showing proposed location of fence, wall, pier, gate noting height. 3 copies
Fence height may not exceed 6'6". Gate, gatepost, piers may not exceed 7'.

On historic roads fence height may not exceed 4'. Gate, gatepost, pier may not exceed 6'.

(Historic Roads: Chicken Valley, Mill River, Oyster-Bay Glen Cove,
Piping Rock, Planting Fields, Remsen, Ripley Wheatley, Wolver Hollow)

For additional information please review the Village Code 205-17 at
our Website.

Brochure or photographs of style, material and color (including lighting if applicable).

3 signed sets of working drawings for walls, piers, gates.

Tree Permit is necessary if removing any trees over 6" in diameter.

Fee for Architectural Site Plan Review due with filing - \$110.

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.

BY RESOLUTION OF THE BOARD OF TRUSTEES ON JULY 20, 2020, the following standards apply for the Building Department and the Site and Architectural Review Committee when reviewing plans for the installation of vehicular gates:

1. Gates must be installed a minimum of 20 feet from the edge of the road, the distance should include the village easement, and
2. The keypad must (a) be installed a minimum of 6 feet from the gate and (b) sited on the owner's property.
3. Standard applies to any residents with gates installed prior to July 20, 2020, if installed without a permit.