

Village of Great Neck

61 Baker Hill Road, NY 11023
516-482-0019
Fax 516-504-7595
Building Department

Mechanical Application

Dept Use ONLY

Filing Fee \$ _____
Amount Received \$ _____
Permit Fee \$ _____

Date: _____

Section: _____ Block: _____ Lot: _____

Property Owner: _____ Address: _____

Tel. No.: _____ Email: _____

Description of work: _____

Check off all that apply.

New Work **Repairs** **Replacement** **Residential** **Commercial**

List Quantity of Fixtures per Location

*(Garage included in 1st floor)

Fixtures	Basement	1 st Floor	2 nd Floor	3 rd Floor	Roof	Outdoors
Generator ^{1, 2, 3}						
Generator Piping						
H.V.A.C Unit ^{1, 2, 3}						
Pool Heater ²						
Gas Hot Air Furnace						
Gas/Oil Boiler or Steam Unit						
Water Heater						
Chimney Liner						
Dryer						
Fire Pit/BBQ						
Gas Meter						
Gas Piping						
Gas Valve						
Outdoor BBQ						
Oven						
Range						
Other						
Commercial Fixtures						
Walk in Freezer/ Fridge						
Chiller						
Other						

¹ Separate application required

² Location and setbacks required

³ Specifications required.

Plumbers Information

Electricians Information

Name _____
Address _____
Telephone # _____ License # _____
Email _____

Name _____
Address _____
Telephone # _____ License # _____
Email _____

The undersigned (Print Name) _____ being duly sworn, says that the statements contained in this application, together with the plans and specifications submitted, are a true and complete statement of all proposed work to be done on the described premise and that all provisions of the applicable ZONING ORDINANCE, BUILDING ADMINISTRATIVE ORDINANCE, BUILDING CONSTRUCTION CODE AND ANY APPLICABLE FEDERAL, STATE AND COUNTY REQUIREMENTS pertaining to the proposed work shall be complied with, whether specified or not and that such work is authorized by the owner.

Sworn to before me this _____ day of _____ 20 _____

Signature of Owner, Owner's Agent, Architect, Contractor
(Circle one)

State of New York
County of Nassau
Village of Great Neck

Notary Signature & Stamp: _____

ALL FEES ARE NON-REFUNDABLE

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Plumbing/Mechanical Application Instructions

- Application must be complete
- Application must be accompanied by a filing fee. **All fees are non-refundable.*

<u>Plumbing, Mechanical</u>	
Plumbing	\$100 Application fee plus \$20 per fixture
Mechanical	\$100 Application Fee plus \$20 per fixture
Water Heater & Boilers	\$100 each plus \$20 per fixture
Fire Sprinklers	\$250 plus \$20 for each \$1,000 of estimated cost
Generator should be 2 fees:	a. Generator: \$150
	b. Gas Piping: \$20
HVAC Unit	\$150 plus \$150 each additional
For the abandonment or removal of an oil tank	
a) In a one- or two-family dwelling	\$150
b) In a business, commercial building, multiple dwelling, or apartment house	\$250

Plumbers Licenses	
For performing work in the Village as a plumber, except when employed by a public service company	For first year: \$150 Each year thereafter \$100

Requirements:

- Submit two sets of property survey (if applicable)
 - Indicate on each survey the location of generator units, HVAC units, pool heater units, septic tanks, and leach pools.
 - Indicate on the survey the setbacks from the house and property lines.
- Submit specifications (if applicable)
 - Technical specifications for generator units and septic tanks
- Submit two sets of plans for fire sprinkler applications

Additional requirements:

- Submit an updated survey after job is complete (if applicable)
- The following jobs need separate applications and are reviewed separately:
 - Fire sprinklers, generators, HVAC units, pool heaters, and septic tanks

** Incomplete applications will not be reviewed until all items are submitted.*

ABSOLUTELY NO WORK IS TO BEGIN BEFORE THE APPLICATION IS APPROVED AND A PERMIT IS ISSUED