



**Town of North Hempstead**  
**Department of Building, Safety Inspection and Enforcement**  
 210 Plandome Road, P. O. Box 3000, Manhasset, NY 11030-2327  
 (516) 869-7660 FAX: (516) 869-7662

**APPLICATION FOR SITE PLAN REVIEW**

Date of Application: \_\_\_\_\_

Filing Fee: \_\_\_\_\_

**Name and Address of Applicant:**

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

e-mail: \_\_\_\_\_

**Name and Address of Owner (if different from Applicant):**

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

e-mail: \_\_\_\_\_

**Location of Permit Activity:**

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

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

N S E W (circle one) side of \_\_\_\_\_ feet N S E W (circle one) of \_\_\_\_\_

Name of street # of feet

\_\_\_\_\_  
Name of nearest Intersection

**Land Tax Map**

Description of Work: \_\_\_\_\_

Zone: \_\_\_\_\_ Total Land Area of Site: \_\_\_\_\_

Existing use of lot/building(s): \_\_\_\_\_

Proposed use of lot/building(s): \_\_\_\_\_

Percentage of Lot Coverage for Landscaping: \_\_\_\_\_

Existing Proposed

Gross Floor Area: \_\_\_\_\_

Percentage of Lot Coverage by Building(s): \_\_\_\_\_

Percentage of Lot Coverage for Parking: \_\_\_\_\_

Number of Spaces: \_\_\_\_\_

**Owner's Affirmation**

I hereby depose and say that the above statements and information contained in this Application are true.

\_\_\_\_\_  
Applicant's Signature

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

Signature of Notary Public: \_\_\_\_\_

**Affidavit of Ownership**

State of New York }  
                                  } SS.:  
County of Nassau }

\_\_\_\_\_, being duly sworn, deposes and says that he / she resides at  
print owner's name

\_\_\_\_\_ In the  
mailing address of owner

County of \_\_\_\_\_, State of \_\_\_\_\_; that he / she is the owner in fee\* of all certain lots, parcels of land shown on the attached survey Section: \_\_\_\_\_, Block: \_\_\_\_\_ Lot(s): \_\_\_\_\_, situated, lying and being within the unincorporated area of the Town of North Hempstead; that I / We have read and understand the Owner's Affirmation as herein stated; And that he / she hereby names \_\_\_\_\_ as his / her representative to file this application on his / her behalf.

\_\_\_\_\_  
Owner's Signature

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

Signature of Notary Public: \_\_\_\_\_

\* Strike out inapplicable words.