

VILLAGE OF EAST HILLS BUILDING DEPARTMENT  
209 HARBOR HILL ROAD, EAST HILLS NEW YORK 11576

REQUEST FOR WAIVER OF COMPLETE APPLICATION REQUIREMENT

OWNER \_\_\_\_\_

APPLICANT \_\_\_\_\_

SECTION \_\_\_\_\_ BLOCK \_\_\_\_\_ LOT(S) \_\_\_\_\_ ZONE \_\_\_\_\_

Attached hereto is an application for Building Permit(s) together with the attached required amount of surveys showing proposed work with setback, two (2) sets of preliminary or final building plans and the required documents for a zoning rejection. These are submitted only for the purpose of obtaining a ZONING REJECTION necessary to appear before the Zoning Board of Appeals. If variance(s) are granted; I (we) will immediately file a complete application which MUST include the following:

- Name and address of general contractor(s) along with an original Certificate of Worker's Compensation with the Village of East Hills as certificate holder.
- Contractors Home Improvement License number with expiration date. (residential only).
- Application by a Village of East Hills licensed and insured plumber (same for electrician).
- Two sets of final building plans with the seal and signature of a New York State Licensed Professional Architect or Engineer and all other required documentation for the issuance of a building permit.

**I (we) understand that the Division of Buildings will take no action with respect to this application other than to reject it unless and until a complete application in acceptable form has been submitted. After variance is approved from Zoning Board of Appeals, the application will not be reviewed by the Division of Plan Examination until the above waived documents are submitted.**

DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_

Office use only:

Date Approved \_\_\_\_\_

Superintendent of Building \_\_\_\_\_