

VILLAGE OF EAST HILLS

INCORPORATED JUNE 24, 1931

209 HARBOR HILL ROAD
EAST HILLS, N.Y. 11576



TELEPHONE: (516) 621-5600
FAX: (516) 625-8736

LIABILITY INSURANCE REQUIREMENTS

Effective immediately: all liability insurance forms must indicate that

“NO EXCLUSIONS APPLY”

This must be clearly indicated on each certificate of insurance submitted with every building permit application. No application will be accepted with certificates that do not contain these words.

BUILDING PERMIT RENEWALS

Please be advised that all Building Permits issued on or after January 1, 2008 expire one year from date of issue and are subject to the following renewal fees:

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| First Renewal (1 additional year or part thereof): | \$200.00 |
| Second Renewal (1 additional year or part thereof): | \$500.00 |
| All subsequent renewals (6 months each): | \$500.00 |

It is the responsibility of the property owner to ensure that permits are kept current. All permits are considered open and will continue to accrue permit renewal fees until all requirements are met and a Certificate of Occupancy or a Certificate of Completion is issued.

BUILDING PERMIT REINSTATEMENT/REISSUANCE

Permits which expire will be subject to a re-instatement fee of .75% of all construction costs as per original application. Permits expired two years or more will be subject to a re-issue fee of 1.5% of all construction costs.

Renewal fees continue to accrue until all requirements are met, a final inspection is passed and a Certificate of Occupancy or Certificate of Completion is issued. This is solely the responsibility of the property owners and/or their agents. No exceptions will be made.