

VILLAGE OF SOUTHAMPTON  
BUILDING DEPARTMENT  
71 HILL STREET  
SOUTHAMPTON, NEW YORK 11968

**APPLICATION/PERMIT FOR CURB CUT**

*APPLICATION IS HEREBY* made to the Building Inspector and the Superintendent of Public Works of the Village of Southampton for the Issuance of Curb Cut Permit pursuant to Chapter 116-14H of the Code of the Village of Southampton, Suffolk County, New York, and other applicable laws, ordinances or regulations for the encroachment herein described. The applicant agrees to comply with all applicable laws, ordinances, codes and regulations, and to permit authorized inspectors to make necessary inspections of the job site.

Print or Type:

1.) \_\_\_\_\_  
Name of Applicant Address

2.) \_\_\_\_\_  
Name of Owner of Premises Address

3.) \_\_\_\_\_  
Encroachment Description and Location (Street #, Cross Street)

(a) Is location within 75 feet of tidal wetlands? \*Yes \_\_\_ No \_\_\_

DRIVEWAY ( ) WIDTH \_\_\_\_\_ CURB ( ) LENGTH \_\_\_\_\_ CURB CUT ( ) CURB RETURN ( )

**Said work to be performed pursuant to the requirements of the Chapter 116-14 H of the Southampton Village Zoning Code and under the direction of the building Inspector, all work is to be done at the total expense of the applicant.**

**The work, labor and materials necessary to the foregoing shall be performed and supplied by \_\_\_\_\_ as contractor who has agreed to do so in accordance with the requirements of said Chapter 116-14 H.**

\_\_\_\_\_  
Signature of Applicant Date

4.) ( ) **Drainage required: Installations of curbing along the roadway (does not include driveway aprons) must install the following: Up to every 100 feet, one catch basin with one 8'x8' overflow pool. Up to each additional 100 feet, one additional catch basin with 8'x8' overflow pool. Drainage location and placement must be inspected by the Superintendent of Public Works or his agent before backfill. Property owner will be responsible for any repair for a period of two years.**

5.) (a) Attach plot plan showing location of proposed encroachment and relationship to adjoining premises or public streets or areas, and giving a detailed description of layout of encroachment, if applicable.

(b) Attach all other necessary permits and licenses for this project.

(c) Work covered by this application may not commence before issuance of a Curb Cut Encroachment Permit by the Building Inspector and the Superintendent of Public Works.

6.) Tax Map: Section \_\_\_\_\_, Block \_\_\_\_\_, Lot \_\_\_\_\_

7.) Insurance Coverage: (Attach copy) Insurance Company \_\_\_\_\_ Policy # \_\_\_\_\_  
Coverage required extended to the Village is to be in the amount of \$1,000,000.00 per occurrence and \$2,000,000.00 general aggregate.

8.) Basic Application Fee: \$200.00

HIGHWAY DEPT: \_\_\_\_\_ APPROVED ( ) DENIED ( ) DATE: \_\_\_\_\_

STREET LIGHTING DEPT: \_\_\_\_\_ APPROVED ( ) DENIED ( ) DATE: \_\_\_\_\_

BUILDING DEPT: \_\_\_\_\_ APPROVED ( ) DENIED ( ) DATE: \_\_\_\_\_

SUPERINTENDENT: \_\_\_\_\_ APPROVED ( ) DENIED ( ) DATE: \_\_\_\_\_

DRAINAGE REQUIRED ( )

**NOTE: HARDENING OF SHOULDER MAY CAUSE STORMWATER RUNOFF TO OTHER PROPERTIES AND MAY CALL FOR THE INSTALLATION OF CATCH BASINS AND LEACHING POOLS.**

**NOTE: APPLICANT WILL BE RESPONSIBLE FOR REPAIR OF ANY DAMAGE TO VILLAGE PROPERTY INCLUDING UNDERGROUND STREET LIGHTING CABLES.**

**NOTE: ALL DRIVEWAYS WILL INCLUDE A 2-INCH SCHEDULE 80 CONDUIT TO BE INSTALLED UNDERNEATH THE COMPLETE WIDTH AT A DEPTH OF 18 INCHES.**

**NOTE: NO WORK TO START WITHOUT 48 HOUR NOTICE TO THE BUILDING INSPECTOR AND THE SUPERINTENDENT OF PUBLIC WORKS. PERMIT MUST BE AVAILABLE FOR INSPECTION.**