CITY OF GLEN COVE
Building Department

APPLICATION FOR CENTRAL AIR CONDITIONING & RESIDENTIAL GENERATORS

OFFICE USE ONLY

PERMIT NO. _____

Date: _____

All information must be complete to initiate the processing of the application

Property Address: _____ **Section** _____ **Block** _____ **Lot** _____

Owners Name: _____ Phone Number: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Electrical Contractor: _____ Contact Person: _____

Contractor Phone Number: _____

Application is for: ☐ Central Air Conditioning ☐ Generator

THE FOLLOWING MUST BE SUBMITTED WITH THIS APPLICATION:

(2) Sets of Signed and Sealed (PE or RA) documents with all equipment related to work identified. **(Central AC only)**

1. Copy of Survey with Equipment located as well as proposed setbacks for district (10' setback from rear & sides)
2. Manufacturers Specifications of equipment being installed (AC or Generator)
3. Plumbing Permit application with related work proposed as well as associated fees.
   Propane generators require approval from Nassau County prior to installation.
4. Copy of Nassau County Electricians License
5. Copy of Electricians Insurance Certificate w/ Workers Compensation & Disability Forms
6. **ALL FEES DUE** – Application **$200.00** + Plumbing Application Fee (if applicable)

CENTRAL AC UNITS – Requires a final survey (Certified) and a certified / notarized letter from contractor to be submitted prior to Certificate of Compliance being issued.

GENERATORS – Requires a final survey (Certified) and a certified / notarized letter from contractor or installer certifying that all work was installed as per the Building Code of NYS & manufacturers specifications to be submitted prior to Certificate of Compliance being issued.

AFFIDAVIT

I _____ as the _____ being duly sworn deposes and state that to the
(PRINT NAME) (OWNER, AGENT, CONTRACTOR)

Best of my knowledge and belief that statements contained in this application together with the plans, specifications and related documents submitted are a true and accurate statement of all proposed work to be done on the described premises as it has been approved by the City of Glen Cove and that all provisions of the Zoning & Building Ordinance and the International Code and all other laws pertaining to the proposed work shall be complied with, and that such work is authorized by the owner.

Sworn to before me this:

_____ Day of _____ 20 _____

_____
(SIGNATURE – OWNER, AGENT, CONTRACTOR)

_____
(NOTARY PUBLIC)