



Incorporated Village of Lake Grove

980 HAWKINS AVE., P.O. BOX 708, LAKE GROVE, NY 11755-0708
PHONE 631-585-2000 FAX 631-585-2039

MAYOR
ROBERT J. SCOTTALINE
TRUSTEES
RICHARD J. COHEN
JOHN G. PETERSON
FELIX WIENCLAW
RICHARD KICK

BUILDING DEPARTMENT

August 7, 2024

To All Pool Permit Submitters:

Effective Immediately All Residential Pool Permit Applications Will require the Following:

- Signed & Notarized Application with Homeowners Telephone Number
- 2 Sets of Signed & Stamped Plans
- Current Survey With Pool Drawn In and Distance From Property Lines
- Contractors Insurance Workers Compensation Form C105.2.
- NYS Disability & Liability Naming the Village of Lake Grove as Additional Insured
- Notarized Affidavit from Homeowner Acknowledging That the Issued Permit is Good for Only 1 Year and is Their Responsibility to Close out
- Contractors License
- Copy of Certificate of Occupancy and or Certificate of Compliance for All Existing Structures
- Engineers Structural Certification That There Are No Overhead Wires Within 15' of Pool
- Engineers Drainage Certification
- Provide a Flash Drive With All the Above On It
- Incomplete Submittals Will Be Returned

Sincerely

BUILDING DEPT