



**COMPLIANCE PERMIT - RESIDENTIAL**  
**Town of Islip Building Division**  
**1 Manitton Court, Islip, NY 11751**  
**[www.islipny.gov](http://www.islipny.gov)**

**R** STRUCTURES 4 YEARS & OLDER ONLY  
RESIDENTIAL PERMIT

COMPLETE THIS APPLICATION AND SUBMIT TO THE PERMITS DEPARTMENT ALONG WITH ALL REQUIRED DOCUMENTATION LISTED BELOW

This Permit EXPIRES 1 year from date of issuance.  
 NO RENEWALS ALLOWED.

**FOR OFFICE USE ONLY**

PLACE STICKER HERE

Filing Date: \_\_\_\_\_ By: \_\_\_\_\_

Zoning Letter for Applicant: <input type="checkbox"/> Yes <input type="checkbox"/> No	As-built Survey Required: <input type="checkbox"/> Yes <input type="checkbox"/> No
Zoning Approval Date: _____	By: _____
Plans Examiner Approval Date: _____	By: _____
Approved to Issue Date: _____	By: _____
Issued Date: _____	By: _____
Permit Expiration Date: _____	
Special Conditions of Permit: _____	

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Filing Fee: \$ \_\_\_\_\_ Receipt #: \_\_\_\_\_

Permit Fee: \$ \_\_\_\_\_ Receipt #: \_\_\_\_\_

Total Fee: \$ \_\_\_\_\_ C/C Issued: \_\_\_\_\_

**Subject Address:** \_\_\_\_\_

Bldg/House #	Street	Suite
City	State	Zip

**Property Owner\*:** \_\_\_\_\_

Full Name	Email	Phone
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**Owners Address:** \_\_\_\_\_

*(if different from above)* House No / Street City State Zip

**Expeditor / Applicant:** \_\_\_\_\_

*(if different from property owner)* Business Name Email Phone

**Business Address:** \_\_\_\_\_

House No / Street City State Zip

*\* If property was purchased within the last 6 months, a copy of the deed, or closing papers indicating the deed was sent to Suffolk County to be recorded is required. If property owner is a corporation or LLC, legal paperwork stating the person signing the application is an authorized signator for the Corporation or LLC is required.*

**A Certificate of Compliance Permit is required for structures built over 4 years ago:**

1. without the benefit of a permit
2. when a permit exceeds its maximum renewals, or
3. for accessory apartments built without a permit, regardless of age.

**PLEASE COMPLETE ALL SECTIONS BELOW - BE AS DETAILED AS POSSIBLE**

Size <i>dimensions or s.f. of improvement</i> <u>only</u>	Floor <i>1<sup>st</sup>, 2<sup>nd</sup>, basement</i>	Un-permitted Improvement – List each improvement <u>separately</u> <i>i.e. Main Dwelling, Addition, Interior Alteration (describe alteration. i.e. garage to bedroom), Pool (above ground or in-ground), Solar Panels, Plumbing, Accessory Structure (i.e. Shed, Deck, Pool House, Detached Garage), Stove/Fireplace, Accessory Apartment, 2 Family – Family Use, Cellar Entrance/Alteration/Egress Windows, Handicapped Ramps, Skylights over 15” wide, Retaining Walls, Ponds, Garage Conversion,</i>	Year Built

