

**INCORPORATED VILLAGE OF OYSTER BAY COVE
BUILDING DEPARTMENT**

FENCE REQUIREMENTS

1. Submit two (2) copies of a standard building permit application completely filled out and signed and notarized by the property Owner.
2. Submit two (2) copies of recent property survey indicating location and height of fence and any gate locations.
 - Maximum fence height permitted is 6'-6" measured to existing grade.
3. Submit two (2) copies of a legible dimensioned drawing of a typical section of fence delineating the material, color, height, post size and horizontal and vertical spacing between framing members.

* Existing Fences – Submit four (4) photographs along with application

RETAINING WALL REQUIREMENTS

All Retaining walls with 24" or more of exposed vertical height to existing grade require a building permit and approval from the Building Department.

Retaining walls with 48" or more of exposed vertical height to existing grade require a building permit and approval from the Building Dept. and Village Engineer. The submission must have drawings signed and sealed by NYS licensed Engineer or Architect.

Standard application submission requirements

1. Submit two (2) copies of a standard building permit application.
2. Submit two (2) copies of a recent property survey indicating location, height and distance to property lines and existing structures.
3. Submit two (2) copies of signed and sealed Engineer or Architect drawings delineating all industry standard construction details (ie; material, typical section, footing, reinforcing, drainage, backfill. Etc.)
 - When determined walls will receive Engineering approval. A minimum of four (4) sets of signed and sealed drawings will be required.
 - In some instances, retaining walls may require Planning Board approval. This will be determined after permit application is submitted and reviewed by the Building Inspector and/or Village Engineer.

* Existing Retaining walls – Submit four (4) photographs along with application.

* Additional work affiliated with the retaining wall construction (ie; swimming pools, driveways, etc.) shall comply with their filing requirements as well.

