



*Village of  
Kings Point*

**BOARD OF TRUSTEES  
APPLICATION FOR OFFSHORE  
STRUCTURES**

Subject Property Owner: \_\_\_\_\_  
Subject Property Address: \_\_\_\_\_  
Nassau County Tax Map Section: \_\_\_\_\_ Block: \_\_\_\_\_ Lot(s): \_\_\_\_\_  
Telephone: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_ Email: \_\_\_\_\_  
Briefly describe proposed structure: \_\_\_\_\_

The undersigned hereby requests approval from the Village of Kings Point Board of Trustees for an offshore structure in accordance with Village Code Section 161-50.

\_\_\_\_\_  
Print name of subject property owner

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

1. Provide a copy of the latest property deed for the subject property immediately abutting the mean high-water mark at the place where the subject dock is located.
2. Provide a completed Short Environmental Assessment Form
3. Provide an Application Fee of \$1000.00. Checks are payable to the Village of Kings Point.
4. Provide a Deposit of \$5,000.00 on a separate check, payable to the Village of Kings Point.
5. Provide a fully dimensioned site plan, drawn to scale, prepared by professional engineer locating the dock and all appurtenant structures. Underwater soundings must be taken and shown on the site plan.
6. Provide fully developed cross-sections and construction details of all proposed docks, structures, ramps, floats, piles, guard rails, decking, etc.
7. Provide manufacturer catalog cut sheets for all lighting, boat lifts, jet ski lifts, storage lockers, etc.
8. Provide an approved NYSDEC Permit.
9. Provide an approved USACOE Permit
10. Provide an approved Town of North Hempstead Permit (Applies to East Side of Peninsula Only)
11. Provide a map locating all other offshore structures within 400 feet of the subject property.
12. Provide a completed waiver request form.
13. Provide a radius map and list of owners of all properties located within a 400-foot radius of the subject premises. Notification of the public hearing must be sent to the list of owners once the village provides the applicant with instructions containing the date and time for a public hearing.
14. The completed application must be filed with:

Village Clerk-Treasurer  
VILLAGE OF KINGS POINT  
32 Steppingstone Lane  
Kings Point, New York, 11024  
(516) 504-1000

**\*A complete application consists of ten (10) packets: One (1) set of originals and nine (9) sets of copies of this application form along with all other documents listed above. Please call if you have any questions.**

**Village of Kings Point Board of Trustees Offshore Structures Waiver Request Form**

**§ 161-50.5(A)**

Only one dock is allowable per building lot, to be used exclusively for recreational, noncommercial purposes.

Will a waiver be required by the Board of Trustees? Yes \_\_\_\_\_ No \_\_\_\_\_

**§ 161-50.5(B)**

The building lot must be improved with a single-family residence and have a shoreline frontage of at least 150-feet.

Will a waiver be required by the Board of Trustees? Yes \_\_\_\_\_ No \_\_\_\_\_

**§ 161-50.5(C)**

The dock must be setback from the side property line no less than a distance equal to 40% of the shoreline frontage or 60-feet, whichever is greater.

Will a waiver be required by the Board of Trustees? Yes \_\_\_\_\_ No \_\_\_\_\_

**§ 161-50.5(D)(1)**

The overall length of the dock, including floats, ramps, and lifts cannot exceed 200 feet from mean high water.

Will a waiver be required by the Board of Trustees? Yes \_\_\_\_\_ No \_\_\_\_\_

**§ 161-50.5(D)(2)(b)**

The dock, excluding the float, shall not be wider than 8-feet.

Will a waiver be required by the Board of Trustees? Yes \_\_\_\_\_ No \_\_\_\_\_

**§ 161-50.5(D)(2)(c)**

(2) The float, if any, shall not exceed 500 square feet

(3) The float, if any, shall be on the seaward end of the dock

(4) The float, if any, shall be in line or in an "L" or "T" configuration

Will a waiver be required by the Board of Trustees? Yes \_\_\_\_\_ No \_\_\_\_\_

**§ 161-50.5(D)(2)(d)**

The decking shall not be more than 8-feet above mean high water

Will a waiver be required by the Board of Trustees? Yes \_\_\_\_\_ No \_\_\_\_\_

**§ 161-50.5(D)(2)(e)**

The storage lockers, if any, shall not exceed 36 inches in height.

Will a waiver be required by the Board of Trustees? Yes \_\_\_\_\_ No \_\_\_\_\_

**§ 161-50.5(D)(2)(f)**

The decking shall be made of wood or aluminum and have half inch gaps.

Will a waiver be required by the Board of Trustees? Yes \_\_\_\_\_ No \_\_\_\_\_

**§ 161-50.5(D)(2)(g)**

The guard rails shall be 42-inches or less in height with an 80% open view.

Will a waiver be required by the Board of Trustees? Yes \_\_\_\_\_ No \_\_\_\_\_

**§ 161-50.6(C)(1)**

(1) Any boat placed on a lift shall not be longer than 50 feet.

(2) Any boat placed on a lift shall not exceed 40,000lbs.

(3) Any boat placed on a lift shall have the hull face perpendicular to the shoreline.

(4) Parts or attachments to a boat placed on a lift shall not exceed 8-feet over the decking.

Will a waiver be required by the Board of Trustees? Yes \_\_\_\_\_ No \_\_\_\_\_

VILLAGE OF KINGS POINT  
BOARD OF TRUSTEES



NOTICE TO PROPERTY OWNERS

To: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PLEASE TAKE NOTICE that the undersigned has made application to the Village of Kings Point Board of Trustees for approval of the following to permit:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Address of Subject Premises: \_\_\_\_\_  
Section: \_\_\_\_\_, Block: \_\_\_\_\_, Lot(s): \_\_\_\_\_ Zoning District: \_\_\_\_\_

A public hearing will be held by the Village of Kings Point Board of Trustees regarding the above mentioned application at Kings Point Village Hall located at 32 Steppingstone Lane, Kings Point, New York on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_\_ pm.

All applications and accompanying exhibits are on file at the Kings Point Village Hall and may be viewed Monday through Friday from 9:30am to 4:30pm. At said hearing all parties in interest will be given an opportunity to be heard.

This notice is sent to you by either or a combination of the following two methods: (1) By a nationally recognized overnight courier service, for priority overnight next-day delivery, without requiring a signature by the recipient. (2) By hand delivery to a person of suitable age and discretion at the owner's mailing address, and First class mail under the provisions of the Rules and Regulations of the Village of Kings Point Board of Appeals requiring the applicant to notify all property owners within a radius of 400-feet of the above-mentioned premises.

Name of Subject Property Owner: \_\_\_\_\_  
Name of Applicant (If other than owner): \_\_\_\_\_

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

VILLAGE OF KINGS POINT  
BOARD OF TRUSTEES



**AFFIDAVIT OF MAILING NOTICE**

Subject Property Address: \_\_\_\_\_

Name of Owner/Applicant (print name) \_\_\_\_\_ being duly sworn,  
deposes and says: On the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,  
I sent by either or a combination of the following two methods: (1) By a nationally recognized overnight courier  
service, for priority overnight next-day delivery, without requiring a signature by the recipient. (2) By hand  
delivery to a person of suitable age and discretion at the owner's mailing address, and First class mail  
to each person on the list of the names and addresses filed with my application, a true copy of the notice required  
by the Rules and Regulations of the Board of Trustees of the Village of Kings Point, a copy of which notice is  
hereto annexed. Proof of delivery of each of such notices from the courier service from said mailing are attached  
and made part of this affidavit.

The persons named in said list and to whom I mailed said notice are all the owners of all the lands within a radius  
of 400-feet of the subject property affected by my said application as shown in the records of the Clerk's Office of  
The Village of Kings Point and in said list are the Post Office addresses of said persons.

\_\_\_\_\_  
Signature of Owner/Applicant

Sworn to before me this \_\_\_\_\_ day  
Of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Public

# *Short Environmental Assessment Form*

## *Part 1 - Project Information*

### Instructions for Completing

**Part 1 – Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 – Project and Sponsor Information</b>				
Name of Action or Project:				
Project Location (describe, and attach a location map):				
Brief Description of Proposed Action:				
Name of Applicant or Sponsor:			Telephone:	
			E-Mail:	
Address:				
City/PO:			State:	Zip Code:
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?			NO	YES
If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			<input type="checkbox"/>	<input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency?			NO	YES
If Yes, list agency(s) name and permit or approval:			<input type="checkbox"/>	<input type="checkbox"/>
3.   a. Total acreage of the site of the proposed action? _____ acres b. Total acreage to be physically disturbed? _____ acres c. Total acreage (project site and any contiguous properties) owned _____ acres or controlled by the applicant or project sponsor?				
4. Check all land uses that occur on, are adjoining or near the proposed action: 5.     Urban       Rural (non-agriculture)       Industrial       Commercial       Residential (suburban) <input type="checkbox"/> Forest     Agriculture                   Aquatic       Other(Specify): <input type="checkbox"/> Parkland				

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
If Yes, identify: _____	<input type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
b. Are public transportation services available at or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	<input type="checkbox"/>	<input type="checkbox"/>	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <span><input type="checkbox"/> Shoreline</span> <span><input type="checkbox"/> Forest</span> <span>Agricultural/grasslands</span> <span>Early mid-successional</span> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <span>Wetland</span> <span><input type="checkbox"/> Urban</span> <span>Suburban</span> </div>		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, <div style="margin-left: 20px; margin-top: 10px;">           a. Will storm water discharges flow to adjacent properties?         </div> <div style="margin-left: 20px; margin-top: 10px;">           b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?         </div> If Yes, briefly describe: <div style="border-bottom: 1px solid black; margin-top: 5px; height: 1.2em;"></div> <div style="border-bottom: 1px solid black; margin-top: 5px; height: 1.2em;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: <div style="border-bottom: 1px solid black; margin-top: 5px; height: 1.2em;"></div> <div style="border-bottom: 1px solid black; margin-top: 5px; height: 1.2em;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: <div style="border-bottom: 1px solid black; margin-top: 5px; height: 1.2em;"></div> <div style="border-bottom: 1px solid black; margin-top: 5px; height: 1.2em;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: <div style="border-bottom: 1px solid black; margin-top: 5px; height: 1.2em;"></div> <div style="border-bottom: 1px solid black; margin-top: 5px; height: 1.2em;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b></p> <p>Applicant/sponsor/name: _____ Date: _____</p> <p>Signature: _____ Title: _____</p>		