



## **WHAT YOU SHOULD KNOW** **ABOUT AN ACCESSORY APARTMENT PERMIT**

1. It is a temporary exemption from the Town of Huntington zoning code. It is not a guaranteed right and is renewable upon expiration.
2. The permit is granted at the Hearing Officer's discretion for a maximum of one (1) year.
3. You must maintain this address as your primary residence.
4. If you move or sell the residence, the permit may be transferred to the purchaser of the property, provided the purchaser executes and submits to the Accessory Apartment Bureau the proper application and legal documents **within ninety (90) days of the transfer of title.**
5. One month prior to the expiration date, you must renew the Accessory Apartment permit. You will be sent a renewal notice with a renewal inspection date. If you do not receive a renewal notice, please call (631)351-3009. All fees paid "late" (between 30-120 days after the expiration of the permit) shall be subject to late fees per Accessory Apartment Code §198-136E (2). After 120 days, the permit is subject to revocation.
6. **A re-inspection will be done for every renewal period.** The Accessory Apartment Inspector must have access to the entire dwelling (including attics, basements and garages). There will be a seventy five dollar (\$75) re-scheduling fee charged to the owner for each and every inspection requiring a re-inspection due to a no show by the owner, or the inspector fails to gain access to the entire dwelling or the inspection fails.
7. If you do not renew your permit, you must remove the second kitchen and create free access throughout the dwelling. You must call for and pass a removal inspection.
8. All inhabitants of the dwelling must utilize off street parking. Parking on the street will not be tolerated.
9. Should the Accessory Apartment permit be revoked, **a new application cannot be filed for the same address for three (3) years.**