

# Village of Great Neck

61 Baker Hill Road  
Great Neck, NY 11023  
Tel: (516) 482-0019



## Demolition Permit/Application

Fee: \$100 / \$300 / \$500

Date: \_\_\_\_\_  
Section: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_  
Address: \_\_\_\_\_  
Description of Work: \_\_\_\_\_

### Owner / Authorized agent

Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ St: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone Number Home: \_\_\_\_\_ Cell: \_\_\_\_\_

### Contractor's Information

Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone #: \_\_\_\_\_ Nassau County License #: \_\_\_\_\_

**Type of Demolition:**     Residential     Commercial     Structural     Interior     Pool     Garage

**Estimated Cost \$** \_\_\_\_\_

### Required Items for Application

- Letter from gas utility company regarding gas service disconnection
- Letter from electric utility company regarding electric service disconnection
- Letter from water utility company regarding water service disconnection
- Letter regarding sewer service disconnection
- Signed and sealed letter stating the building is asbestos-free.
- Valid rodent-free certification for demolition from Nassau County
- Certification that the soil to fill in the demolished structure is contaminant-free.
- Nassau County Consumer Affairs license
- Liability Insurance, Workers Compensation Insurance, and Disability Insurance (with the Village of Great Neck listed as the Certificate Holder and as Additionally Insured)
- A permit fee of \$100, \$300 \$500 (structural demolition)
- Oil Tank Removal, Separate Permit Required from Both Nassau County Board of Health, and the Village of Great Neck
- CALL 811 PRIOR TO EXCAVATION OR DEMOLITION**

State of New York

County of Nassau

Village of Great Neck

Notary Signature & Stamp: \_\_\_\_\_

The undersigned (Print Name) \_\_\_\_\_ being duly sworn, says that the statements contained in this application, together with the plans and specifications submitted, are a true and complete statement of all proposed work to be done on the described premise and that all provisions of the applicable ZONING ORDINANCE, BUILDING ADMINISTRATIVE ORDINANCE, BUILDING CONSTRUCTION CODE AND ANY APPLICABLE FEDERAL, STATE AND COUNTY REQUIREMENTS pertaining to the proposed work shall be complied with, whether specified or not and that such work is authorized by the owner.

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

Signature of Owner, Owner's Agent, Architect, Contractor

(Circle one)

**ALL FEES ARE NON-REFUNDABLE**

## **DEMOLITION PERMIT REQUIREMENTS**

1. Demolition application.
2. Survey of existing conditions also indicating location, size and type of trees on property.
3. Health Department certification that the building and premises are free of rodent infestation.
4. Electric, gas, water, telephone, and sewer disconnect letters from utility company or municipal agency.
5. Pictures of existing structure – all elevations.
6. Proof of liability, workers compensation and disability insurance naming the Village of Great Neck as Certificate Holder and on the liability certificate, the Village of Great Neck must be named as Additional Insured. Nassau County Home Improvement License.
7. **Call 811 prior to excavating and demolition.**
8. Asbestos survey report by a certified asbestos investigator indicating that no asbestos containing materials are present as determined by visual inspections, including all suspected concealed asbestos areas, i.e., steam pipes, etc. Concealed areas to be opened to determine the extent of any asbestos material. All asbestos material to be removed in compliance with all governmental requirements. All appropriate certifications of removal and air quality test results shall be submitted.
9. Affidavits to be submitted to the Village that all property owners within 200 feet from every corner of the subject property has been notified by certified letter that the subject property building is to be demolished.

### **PROCEDURES TO BE FOLLOWED DURING BUILDING DEMOLITION**

1. Notify Building Department 24 hours prior to commencement of demolition.
2. Provide six (6) fence and privacy weave around entire site pursuant to the provisions of the State Building Code. Permits shall be always installed on the fence and visible.
3. All Traffic shall enter and exit the site with the direction of a flag individual.
4. Sidewalks and streets to be kept clean.
5. Protect trees to be saved in accordance with Village requirements. Earth around said trees not be compacted.
6. Site to be kept clean of debris.
7. At the end of the day, any cut holes, during excavation, shall have 1:2 slope. Maximum piled excavation shall be sloped at 1:2 ratio.
8. Only clean fill, without any organic or construction debris, shall be used.
9. Hose down all disturbed areas to keep dust to a minimum.
10. Install siltation barriers, 3 ft. high silt fence attached to fence and anchored to the ground with stakes and hay bales, at entire fence line. Absolutely No illicit discharges of sediment and mud shall be permitted on adjacent properties or surrounding street.

<p>ALL vehicles used in connection with any, or by persons or companies working on any, building construction or demolition must be parked legally and may not obstruct the free flow of traffic on any public street.</p>
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## **On Contractor/Builders Letterhead**

**Date:**

**To Whom it May Concern:**

**Re: Subject Property Address**

**This notice is being forwarded in accordance with Village of Great Neck demolition application requirements.**

**This is to advise you that the Building referenced above is slated for demolition in the near future.**

**Please be advised accordingly.**

**Via Certified Mail**

