

# Village of Great Neck

BUILDING DEPARTMENT



## MEMORANDUM

The Village of Great Neck does not restrict homeowners from serving as their own construction managers for work within a 1, 2, 3, or 4 family owner-occupied residence. Nor does the Village restrict individuals from performing work on their own residence, as a part of a building permit. Repairs do not require a building permit.

Homeowners cannot serve as a general contractor without establishing a business, providing liability, disability, and workers compensation insurances; and a home improvement license (as required by Nassau County).

A homeowner serving as a construction manager will be held to the same standard that a general contractor would be held to. The homeowner will be expected to maintain jobsite cleanliness and schedule all appropriate inspections. Before a building permit will be issued, the homeowner must provide to the building department:

1. Proof of (homeowners) insurance, that the construction activities within the residence are covered, and that no individuals are being hired/paid to work on the jobsite for more than 40 (total aggregate) hours per week.
2. Workers Compensation Insurance Form BP-1- Affidavit of Exemption- completed by homeowner with signature and notarized.
3. A list of all contractors that will be performing work under the permit, and each contractor's current liability, disability, and workers compensation insurances, naming the Village of Great Neck as certificate holder.