



Roslyn Harbor

500 MOTTS COVE ROAD SOUTH, ROSLYN HARBOR, NY 11576
TEL # (516) 621-0368 FAX # (516) 621-1803
WWW.ROSLYNHARBOR.ORG

DEMOLITION PERMIT APPLICATION

PERMIT NO: _____ DATE: _____ FEE \$ _____

C of O NO: _____ DATE: _____

Owner's Name: _____

Address: _____ Section: _____ Block: _____ Lot (s): _____ Zone: _____

Phone: _____ Email: _____

Applicant's Name (If Other than Owner): _____

Address: _____

Phone: _____ Email: _____

Demo Location (Address): _____ Any tree removal? Yes ___ No ___

Estimated Construction Cost \$ _____

(NOTE: The estimated cost shall include all labor, material, scaffolding, fixed equipment, professional fees, material and labor which may be donated gratis)

Type of Demolition: Principal Building Accessory Structure Pool Fuel Tank Other _____

Number & Location of Fuel/Oil Tanks to be Removed: _____

No. of buildings to be demolished: _____ Partial Demo? Yes ___ No ___ Start Date: _____

Contractor's Name: _____

Address: _____

Phone: _____ Email: _____

- **6' CHAIN LINK FENCE WITH PROPER LOCKING DEVICE(S), SILT FENCING AND HAY BALES (see attached) IS REQUIRED TO SECURE THE SITE AS DIRECTED BY BUILDING INSPECTOR**
- **NEW YORK 811: BY LAW YOU MUST CONTACT 811 AT LEAST 2 FULL BUSINESS DAYS PRIOR DIGGING**

Owner's Name (Print) Signature Date

Applicant's Name (Print) Signature Date

FOR VILLAGE USE ONLY

BUILDING INSPECTOR APPROVAL

Signed: _____

Date: _____

Items Supplied: Survey Gas Disconnect Electric Disconnect Asbestos Report Rodent Report Water Disconnect A/C Disconnect

APPLICANT MUST BE IN GOOD STANDING WITH THE VILLAGE OFFICE BEFORE A PERMIT OR C of O WILL BE ISSUED



INCORPORATED VILLAGE OF
Roslyn Harbor

CONSTRUCTION REGULATIONS

I, the undersigned, do hereby acknowledge that I have read and understand the following partial list of rules and regulations pertaining to building construction in the Village of Roslyn Harbor below, and have explained the same to my employees:

1. **Hours:** Permitted times for construction and construction related activities (i.e. dumpster and material delivery) are Monday – Friday, 8am – 5pm only. There is **no work allowed Saturdays, Sundays and Federal Holidays.**
2. **No Signs:** No advertising signs permitted.
3. **Equipment & Vehicle Parking:** All equipment, trucks and vehicles must be parked on site. Immediately clean mud tracks and dirt trails leading to and from site. Place drip pans under all equipment when not in use. No idling of vehicles permitted. If there are non-construction vehicles that must park on the street, they must be on one side of the street only, as directed by the Building Inspector.
4. **Construction Plan Changes:** All construction shall be built to code and constructed per approved building plans. Any change from the approved building plans requires 3 copies of revised plans for review and approval and may require an Application to Amend Building Permit. No inspection will be allowed until revised plans are approved.
5. **Portable Bathrooms:** Portable rest-rooms and sinks should be located at least 50 feet away from drainage inlets, whenever feasible, at least 10' from any lot line, and 15' from the roadway and 8' from any trees. Provide secondary containment underneath all portable rest-rooms and sinks. Provide perimeter controls around portable rest-rooms and sinks.
6. **Dumpsters/Waste:** No dumpster, construction debris, sand, dirt or building materials of any kind are permitted in any roadway. Do not store materials in driveway where they could run off into the storm drain. Always cover dumpsters with a rollback tarp. Sweep areas around dumpsters daily. Provide perimeter controls around dumpster areas to contain pollutants. Do not place liquid chemicals or waste in dumpsters.
7. **Washout Area:** Provide a washout area, such as a lined pit or container, for disposal of “wet” construction material (concrete, paint, stucco, oils, etc.), or for cleaning tools and equipment. Washout area must be maintained to ensure containment.
8. **Building Materials/Staging Area:** Building and construction materials stored on site must be elevated off the ground and covered when not in use to prevent runoff caused by wind or rain. Mix materials within a secondary containment. Keep a spill kit on site at all times.
9. **Concrete Trucks/Pumpers/Finishers:** Provide perimeter controls, such as tarps and gravel bags, around work areas to contain materials and residue. It is illegal to wash out materials and residue onto the ground or streets.
10. **Dirt/Stockpiles:** Cover temporary piles of soil/dirt with rollback tarp and contain using berms to prevent sediment from escaping. Dirt/stockpiles can be a maximum of 6'. Dispose of permanently removed dirt at a legal dumping site.
11. **Erosion Control: Erosion control and stormwater is the responsibility of the contractor/homeowner.** All required control elements must be in place prior to the start of construction and **must** be maintained throughout. Minimize exposure time of disturbed areas. Slopes, lots, and other areas where erosion can occur should not be left bare for long periods of time (2 weeks max.). Immediately re-vegetate bare areas or provide temporary protection to the site using mulch, straw matting, or fiber bonded matrix. Sand bags, gravel, hay bales, silt fences, fiber roll, and temporary detention basins can also help to control erosion, but are not long term solutions.
12. **Perimeter Control:** All construction sites must have perimeter controls. Work area must be surrounded with a 6' tall continuous chain link fence, reinforced silt fencing, hay bales, gravel bags and/or straw wattles (weighted down) per code and as directed by the Building Inspector or Village Engineer.

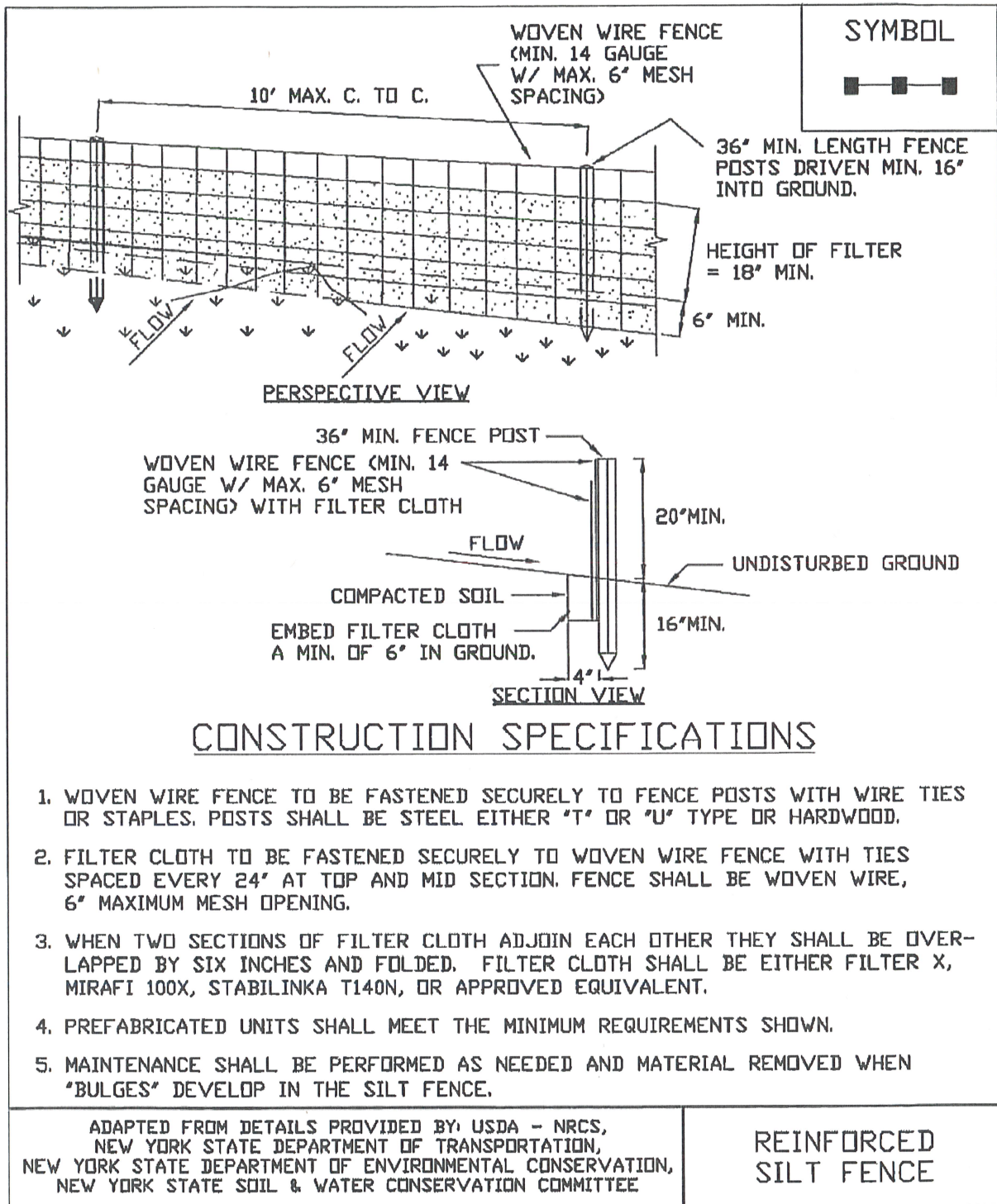
13. **Tracking Control:** It is the responsibility of the contractor/homeowner to prevent tracking dirt offsite. Use gravel and corrugated steel plates to provide a stabilized entrance and exit for vehicles. Clean plates regularly and replace gravel when no longer effective. Maintain dust control and implement street sweeping and vacuuming, as needed.
14. **Display Building Permit:** Building Permit must be displayed at all times while permit is open.
15. **Tree Protection:** Tree protection for all trees in the work area must be in place prior to the start of construction and maintained throughout. Final grading within ten (10) feet of trees must be done by hand.
16. **Tree Removal:** Removal of trees 18" in diameter or larger requires a Tree Removal Permit. Removal of any trees in a buffer zone requires approval by the Tree Committee or Building Department and may be subject to replacement. All tree permit applications should be submitted with the building permit application.
17. **Inspections:** It is the responsibility of the contractor/homeowner to ensure that all inspections are performed as required. Failure to ensure any required inspection is a material breach of the conditions of the building permit.
18. **Change of Contractor:** Written notification must be made to the Building Department if any of the undersigned contractors, for any reason, terminate or are terminated from the project. It is the responsibility of the property owner and contractor to provide written notification to the Building Department of any change of contractor.
19. **Rodent Control:** All major construction sites must maintain rodent control elements.
20. **Building Inspector/Additional Requirements:** The Building Inspector may require, at his own discretion, submission of additional plans, specifications, or data, by professionals or accredited and authoritative entities when necessary to assure compliance with applicable laws and regulations governing building construction (Village Code §100-6).
21. **Authorization to Enter Premises:** The Building Inspector and/or Code Enforcement Officer is authorized to enter the premises covered by a Building Permit during the course of construction to ascertain compliance with zoning and building codes and regulations.
 - **Violations may result in the issuance of an appearance ticket and fines of up to \$3,000 to the general contractor and/or homeowner and the possible suspension or revocation of the building permit.**
 - **No building shall be occupied or used, in whole or part, for any purpose whatsoever, until all required inspections are completed, all required documents are submitted and a Certificate of Occupancy or Completion.**
 - **Building Permits expire one (1) year from date of issue and must be renewed prior to expiration. The first renewal is (6 months) ½ the amount of the original permit fee, second renewal (6 months) ½ the amount of the original permit fee. Any additional renewals are at the discretion of the Board of Trustees. Permits expired for more than one year may be subject to a full re-issue fee. Renewals and obtaining Certificates of Occupancy or Completion is the sole responsibility of the property owner and/or their agents. No exceptions will be made.**
 - **NEW YORK 811: BY LAW YOU MUST CONTACT 811 AT LEAST 2 FULL BUSINESS DAYS PRIOR TO DIGGING**

Owner (Print)	Signature	Date
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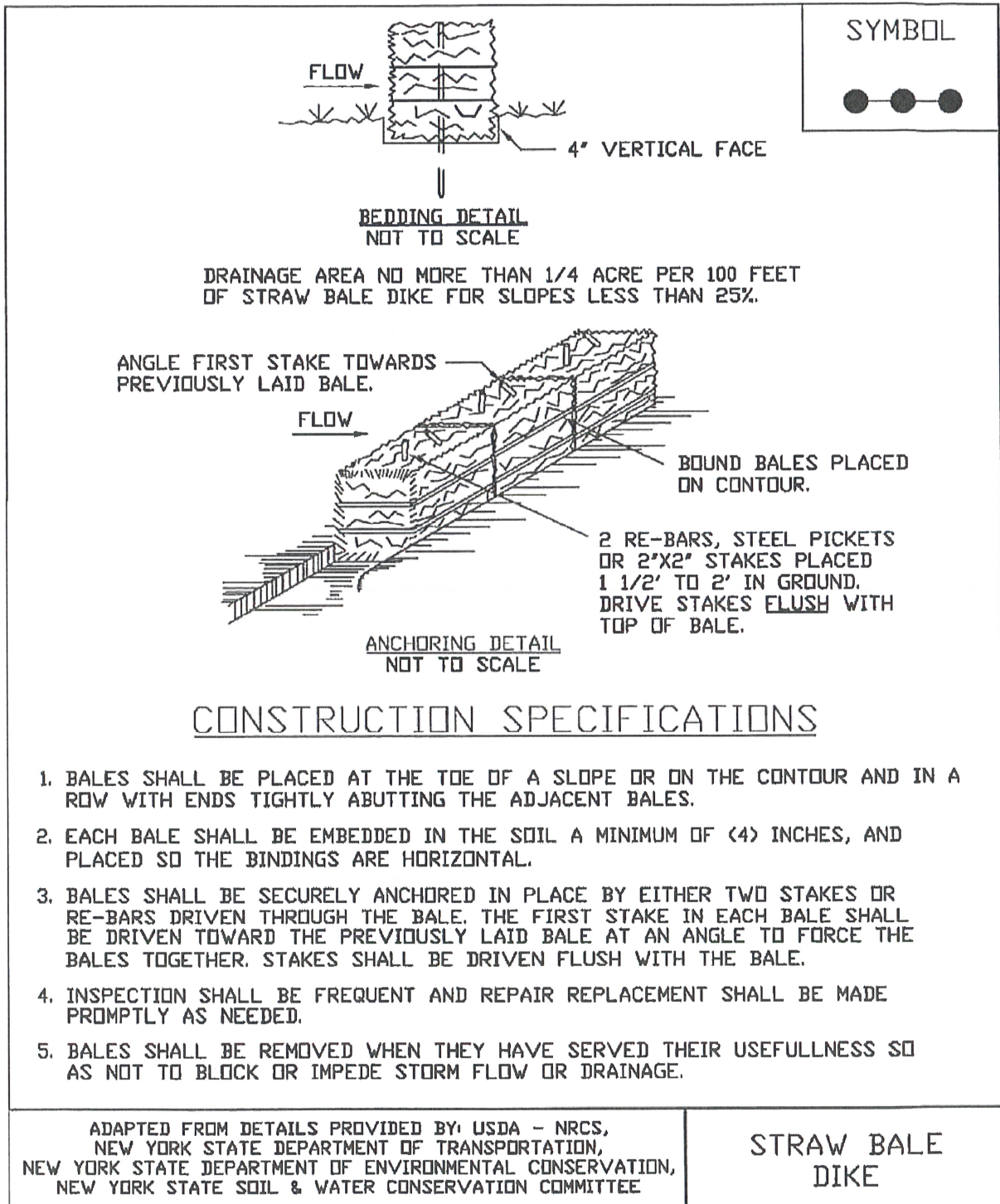
General Contractor (Print)	Signature	Date
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Property Address

**Figure 5.30
Reinforced Silt Fence**



**Figure 5.34
Straw Bale Dike**





INCORPORATED VILLAGE OF
Roslyn Harbor

AFFIDAVIT OF PROPERTY OWNER

STATE OF NEW YORK) : SS
COUNTY OF NASSAU)

_____, being duly sworn, deposes and says that Applicant resides at _____, and is the owner of the property hereinbefore described and is the Applicant herein; that the statements contained in the foregoing Application and in any papers submitted herewith are in all respects true and complete to Deponent's knowledge, and hereby authorizes _____ with address at _____ as his agent to make this application and to enter into agreements with respect to the subject property.

• ***If Corporate Applicant:***

Full Name of Corporation Title Address of Corporation

Owner's Signature

Sworn to before me this
___ Day of _____ 20___

Notary Public

AFFIDAVIT OF APPLICANT DESIGNEE

STATE OF NEW YORK) : SS
COUNTY OF NASSAU)

(Applicant) _____, being duly sworn, deposes and says that he resides at _____; and that he is the _____ of the property herein described and is authorized by _____ (Architect, Engineer, Builder, Contractor) the Owner to make the foregoing application and that the statements contained herein and in any papers submitted herewith are in all respects true and complete.

Applicant's Signature

Sworn to before me this
___ Day of _____ 20___

Notary Public



INCORPORATED VILLAGE OF

Roslyn Harbor

DISCLOSURE AFFIDAVIT GENERAL MUNICIPAL LAW SECTION 809

1. Every application, petition or request submitted for a variance, amendment, change of zoning, approval of a plat, exemption from a plat or official map, license or permit, pursuant to the provisions of any ordinance, local law, rule or regulation constituting the zoning and planning regulations of a municipality shall state the name, residence and the nature and extent of the interest of any state officer or any officer or employee of such municipality or of a municipality of which such municipality is a part, in the person, partnership or association making such application, petition or request (hereinafter called the applicant) to the extent known to such applicant.

2. For the purpose of this section an officer or employee shall be deemed to have an interest in the applicant when he, his spouse, or their brothers, sisters, parents, children, grandchildren, or the spouse of any of them
(a) is the applicant, or
(b) is an officer, director, partner or employee of the applicant, or
(c) legally or beneficially owns or controls stock of a corporate applicant or is a member of a partnership or association applicant, or
(d) is a party to an agreement with such an applicant, express or implied, whereby he may receive any payment or other benefit, whether or not for services rendered, dependent or contingent upon the favorable approval of such application, petition or request.

3. In the county of Nassau the provisions of subdivisions one and two of this section shall also apply to a party officer. "Party officer" shall mean any person holding any position or office, whether by election, appointment or otherwise, in any party as defined by subdivision four of section two of the election law. 1

4. Ownership of less than five per cent of the stock of a corporation whose stock is listed on the New York or American Stock Exchanges shall not constitute an interest for the purposes of this section.

5. A person who knowingly and intentionally violates this section shall be guilty of a misdemeanor.

_____, being duly sworn, deposes and says

1. I am the _____ of the attached application.
(Owner, Contractor Vendee)

2. I make this affidavit for the purposes of complying with the requirements for the General Law Municipal Law Section 809.

3. No state officer of the State of New York, and no officer or employee of the County of Nassau, Town of North Hempstead, Town of Oyster Bay, or the Village of Roslyn Harbor has any interest in the person, partnership or association making the application to which is attached.

SUBSCRIBED AND SWORN TO BEFORE ME

THIS ____ DAY OF _____, 20____

NOTARY PUBLIC

Signature

Date



INCORPORATED VILLAGE OF
Roslyn Harbor

INDEMNIFICATION/HOLD HARMLESS AGREEMENT

The Vendor/Contractor shall indemnify and hold harmless the Inc. Village of Roslyn Harbor, its officers, employees, and/or agents from any and all liability, damage, loss, claims, demands and actions of any nature whatsoever, for any reason whatsoever, foreseeable or unforeseeable, which arises out of or is connected with, or is claimed to arise out of to be connected with, any undertaking, product, goods, merchandise, products, services sold and/or work supplied, furnished or performed by the Vendor/Contractor or its subcontractors, agents, servants, or employees, including without limiting the generality of the forgoing, all liability, damages, loss, claims, attorneys, court and adjusting fees, demands and actions on account of personal injury, death or property loss to the Inc. Village of Roslyn Harbor its officers, employees, agents or to any other persons, third parties, or property, but shall not include claims resulting from the gross negligence or willful misconduct of the Inc. Village of Roslyn Harbor. This indemnity and hold harmless is intended to be as broad as is permitted by law and to include claims of every kind and nature – for tort, under contract; for strict liability or other liability without fault; under statute, rule, regulation or order; and otherwise.

IN WITNESS WHEREOF, the undersigned has duly executed this Agreement the ____ day of _____, 202__.

Name of Firm

Address

Contractor's Signature

(Please Print Name and Title)

Witness:

Signature

Date

Print Name



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/11/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER SALERNO BROKERAGE CORPORATION 117 Oak Drive Syosset NY 11791 INSURED NAME ADDRESS CITY NY ZIPCODE	CONTACT NAME: Nicole Morton PHONE (A/C, No, Ext): (516) 364-4044 FAX (A/C, No): (516) 364-5901 E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: INSURANCE CARRIER NAME INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
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COVERAGES CERTIFICATE NUMBER: PERMIT SAMPLE REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000
	<input checked="" type="checkbox"/> CONTRACTUAL LIABILITY	<input checked="" type="checkbox"/>	POLICY #	EFF DATE	EXP DATE	MED EXP (Any one person) \$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
OTHER:						
A	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per person) \$
	<input checked="" type="checkbox"/> HIRED AUTOS	<input checked="" type="checkbox"/> NON-OWNED AUTOS				BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB	<input type="checkbox"/> OCCUR				EACH OCCURRENCE \$
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE				AGGREGATE \$
	DED	RETENTION \$				\$
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE OTH-ER
ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						Y/N N/A
						E.L. EACH ACCIDENT \$
						E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$

SAMPLE

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

PERMIT NAME:
PERMIT ADDRESS:

The Inc. Village of Roslyn Harbor and all appointed and elected officials, employees and volunteers are included as an additional insured using ISO form CG2026 or equivalent.

CERTIFICATE HOLDER Inc. Village of Roslyn Harbor 500 Motts Cove Road South Roslyn Harbor, NY 11576	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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