



*Inc. Village of Hewlett Bay Park*  
*Building Department*  
**Demolition Permit Application**

Date: \_\_\_\_\_

**PROPERTY INFORMATION**

Number: \_\_\_\_\_ Street: \_\_\_\_\_ Section: \_\_\_\_\_ Block: \_\_\_\_\_ Lot(s): \_\_\_\_\_

Owner of property: \_\_\_\_\_

(If the property ownership is under an LLC or in a Trust, the owner of the LLC or executive agent of the trust must be listed and sign the application)

Telephone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

**CONTRACTOR INFORMATION**

Company Name: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Company Address: \_\_\_\_\_

Email: \_\_\_\_\_ Nassau County License Number: \_\_\_\_\_

**Type of Demolition (check all that apply)**

☐ Dwelling    ☐ Garage    ☐ Accessory Structure    ☐ Pool    ☐ Interior only

Size of Structure being demolished: \_\_\_\_\_ Will Foundation be removed?    Yes    No

Detailed Description of what is to be demolished: \_\_\_\_\_

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

**Any and all trees that will be removed during demolition must be applied for at the time of submission of the demolition permit.**

**REQUIREMENTS & DOCUMENTATION**

**1. Construction Fence-** Required Prior to Demolition.

- a. 6 ft High green plywood construction fence or chain link construction fence with privacy weave.
- b. 3 ft Filter Fabric - 1 ft up the fence & 2 ft on ground with hay bales on top for storm water runoff protection.
- c. **THE SITE MUST BE SECURED & LOCKED AT ALL TIMES THAT THERE ARE NO WORKERS ON SITE.**

**2.** Letters of Disconnect from the Utility Companies &/or if you are using temporary services for the construction site you must have that contractor submit a letter of how the temporary utility will be installed.

- |                        |                      |
|------------------------|----------------------|
| a. Gas Utility         | Date of Letter _____ |
| b. Water Utility       | Date of Letter _____ |
| c. Nassau County Sewer | Date of Letter _____ |
| d. Electric Utility    | Date of Letter _____ |

**3. Nassau County Health Department Rodent Free Certificate** (Must have a "Valid Until" Date).

4. **Asbestos Certificate** from a NY State Licensed Asbestos handler stating that the premises contained no asbestos, or the asbestos has been safely removed and legally disposed of. **PLEASE BE AWARE THAT ALL STRUCTURES AND INTERIOR DEMOLITIONS WILL REQUIRE AN ASBESTOS LETTER.**
5. **Nassau County Consumer Affairs License** – Contractor’s license.
6. **Liability Insurance** – Village of Hewlett Bay Park as the certificate holder and additionally insured.
7. **Workers’ Compensation Insurance** – Village of Hewlett Bay Park as the certificate holder on a CE-105.2 form or NYSIF.
8. **Road bond.** Where the Code Official determines that the construction for which the permit is sought is likely to require the use of vehicles or equipment of such weight or other characteristic as is likely to cause damage to a public road or street, no building permit shall be issued until such time as a cash deposit in an amount determined by the Code Official or other security satisfactory to the Code Official has been supplied to the Village, and approved as to form by the Village Attorney, to guarantee the repair and restoration of any public road or street damaged as a result of such use. In addition, prior to issuance of the permit, the Code Official may require that the applicant supply the Village with suitable photographs of the condition of the road. No bond provided pursuant to this subsection shall be released except with the consent of the Board of Trustees and except upon written application for such release, including suitable photographs of the condition of the road after completion of construction.

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I, \_\_\_\_\_, the above-named applicant, hereby attest that I am the lawful owner or agent of the property described within and affirm under penalty of perjury that all statements made by me on this application are true.

Owner/Agent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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I, \_\_\_\_\_, am the owner/agent for the contracting company of \_\_\_\_\_ and hereby attest that I will be the contractor of record for the demolition work of the above application and affirm under penalty of perjury that all statements made on this application are true and correct.

Contractor Owner/Agent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED AND RETURNED.**

Fee Schedule	
<b>Demolition of Dwelling/Garage/Accessory Structure</b> (Demo of entire structure)	<b>\$1,000</b> permit fee <b>\$150</b> for certificate
<b>Interior Demolition</b> (Interior demo includes removal of sheetrock, insulation, beams, etc., of approximately 50% or more of the dwelling, subject to Building Inspectors determination)	<b>\$450</b> permit fee
<b>Pool demolition</b> (Complete removal of existing swimming pool; requires a plumbing permit for existing plumbing)	<b>\$450</b> permit fee <b>\$150</b> for certificate