

DEMOLITION APPLICATION General requirements

1. Application fee must be paid at the time application is filed.
2. All fees are non-refundable.
3. All blanks on the application are to be filled in. If an item is “not-applicable” note as N/A. Leave no blanks. *Please PRINT****
4. All applications are subject to VLS approval.
5. All permits are valid for one (1) year from the date of issue and cannot be renewed.
6. The Permit must be prominently displayed and readily available for review by any Village designated employee.

Demolition permit required documents

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

1. Demolition application (portal).
2. Demo contractor insurance certifications, **SITE SPECIFIC**
3. Survey.
4. PSEG Gas service, letter of disconnect.
5. National Grid Electric service, letter of disconnect.
6. MLWD water disconnect.
7. VLS Sewer Disconnect.
8. Asbestos inspection certification.
9. NC DOH tank abandonment.
10. Rodent Certification.
11. Owners Authorization.



INC. VILLAGE OF LAKE SUCCESS
318 Lakeville Road
Great Neck, NY 11020
(516) 482-4411
lsoffice@villageoflakesuccess.com

DEMOLITION PERMIT GENERAL INFORMATION

Fees

- Demolition-Residential \$1,000
 - Demolition-Commercial/Industrial \$2,000
1. Application fee MUST be paid at time application is filed.
 2. All fees are non-refundable.
 3. All blanks on the application are to be filled in. If an item is “not applicable” note as N/A. Leave no blanks. ***** PLEASE PRINT*****
 4. All applications are subject to Village approval.
 5. The permit issued must be prominently displayed and readily available for review by any Village designated authority.

**The following information is required to be submitted with the application.
Any missing information will delay the application process.**

1. Certificate from Nassau County Board of Health or a private exterminator certifying building is rodent free.
2. A sewer disconnection permit, where premises are connected to a sewer.
3. All utility shutoff consents, in writing, included but not limited to water, gas and electricity, where premises are served by utilities.
4. Owner’s or contractors’ liability indemnifying the Village of Lake Success in the amount of \$2,000,000.00.
5. Proof property is asbestos free and that all necessary Federal, State, County or Town Permits have been issued for asbestos abatement. Statement as to who and how demolition material will be disposed of.
5. All Demo insurances must be site specific



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DEMO PERMIT APPLICATION

RESIDENTIAL COMMERCIAL

PROPERTY INFORMATION

SECTION: _____ BLOCK: _____ LOT: _____ ZONE: _____

ADDRESS: _____, LAKE SUCCESS, NY _____

OWNER INFORMATION

FIRST NAME: _____ LAST NAME: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE NUMBER: _____ CELL PHONE NUMBER: _____

EMAIL ADDRESS: _____

APPLICANT INFORMATION SAME AS OWNER

FIRST NAME: _____ LAST NAME: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE NUMBER: _____ CELL PHONE NUMBER: _____

EMAIL ADDRESS: _____

DEMO CONTRACTOR INFORMATION

FIRST NAME: _____ LAST NAME: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE NUMBER: _____ CELL PHONE NUMBER: _____

EMAIL ADDRESS: _____

SITE SPECIFIC INSURANCE CERTIFICATES REQUIRED WITH VILLAGE OF LAKE SUCCESS AS THE CERTIFICATE HOLDER:

Liability Disability Workers' Comp

 ---OFFICIAL USE ONLY---

PSEG ELECTRIC DISCONNECT LETTER: _____ NATIONAL GRID GAS LETTER: _____

MLWD WATER DISCONNECT: _____ ASBESTOS INSPECTION LETTER: _____

SEWER DISCONNECT LETTER: _____ NCDOH TANK ABANDONEMENT LETTER: _____

RODENT CERT VALID: _____ TO _____ SURVEY WITH DATE: _____



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INSURANCE REQUIREMENTS FOR ALL APPLICATIONS

1. If work is being performed by a contractor, the contractor must provide insurance indemnifying the Village and must provide the following: (See Insurance Requirements for Construction Operations for monetary requirements)
 - A. New York State Worker's Compensation Form C-105.2 (9/15), or U-26.3 If Exemption is applicable then utilize form CE-200 (12/08) and copy of home owner's insurance declaration page is required.
 - B. Certificate of Insurance Coverage under the NYS Disability and Paid Family Leave Benefits Law; form DB-120.1
 - C. Certificate of Liability Insurance (Accord). Please note the Accord form shall ONLY be accepted for Liability insurance. NO other type of insurance is acceptable on ACCORD form.

2. Under Certificate Holder for **ALL** insurances, it should state the following:

Village of Lake Success
318 Lakeville Road
Great Neck, NY 11020

3. Under additional insured, should state the following:

"The Village of Lake Success is listed as additional insured"

4. For demolition: NYS WORKERS' COMPENSATION FORM MUST BE "SITE SPECIFIC".



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INSURANCE REQUIREMENTS FOR CONSTRUCTION OPERATIONS

Workers Compensation Coverage

Extensions

Notice of Cancellation
Evidence

Disability (DB-120)

Notice of Cancellation
Evidence

Comprehensive Liability

Coverage
Limits

Notice of Cancellation
Additional Insured

Evidence

Owners Protective

Coverage
Limits
Premium Payment
Policy Period

Notice of Cancellation
Evidence

Statutory

Voluntary compensation
All states, coverage employers
Employee's liability-unlimited
30 Days
Certificate of Insurance

30 Days
Certificate of Insurance

Occurrence-1988 ISO or equivalent
General Aggregate \$2,000,000.00
Products- Com/Ops/Aggregate \$1,000,000.00
Pers. & Advert. Injury \$1,000,000.00
Each Occurrence \$1,000,000.00
Fire Damage (any one fire) \$ 50,000.00
Medical Exp. (any one person) \$ 5,000.00
30 Days
Inc. Village of Lake Success, all elected and
appointed officials, employees and volunteers
using ISO Form CG2010 (B) or equivalent.
Certificate of insurance and copy of additional
insured endorsement

Occurrence
Minimum limit-\$1,000,000.00 CSL
Responsibility of Contractor
Start of project and until project is accepted as
completed by owner
30 Days
1) Certificate of Insurance
2) Copy of Binder
3) Copy of original policy to be delivered
within 45 days of start of project



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OWNER'S AUTHORIZATION

I (we) hereby certify that:

1. The information provided on this permit application is true and correct. I understand that the Village of Lake Success will approve or deny a permit based on the information provided.
2. I agree to permit the Building Inspector and any officer or employee of the Village of Lake Success to enter upon the premises in the discharge of their duties with this application.
3. Approved plans and a copy of approved permit will remain on the premises at all times until Certificate of Occupancy/Completion is issued. These plans will be made available to the Building Inspector.
4. Building Inspector will be given a minimum of 48-hour notice to make the required inspection and no work will continue until such inspection has been completed and approved.
5. Owner or his representative will be responsible to arrange for all required inspections.

State of New York
 County of Nassau

Property Owner Name - Please Print

Property Owner deposes and says that he/she resides at _____

in the State of _____, that he/she is the owner in fee of all certain lots, parcel of land shown on the attached survey Section _____ Block _____ Lot(s) _____ situated, lying and being within the Village of Lake Success; that I/we have read and understand the items 1 through 4 as here in stated, that the work to be done upon the premises, will be done in accordance with the approved application and accompanying plans, of which he/she totally familiar and that he/she hereby names the applicant listed on application as his or her representative to file this application.

Signature of Owner: _____

Sworn to me this _____ day of _____ 20____

Signature of Notary Public _____

Stamp/Seal: