



VILLAGE OF EAST HILLS

INCORPORATED JUNE 24, 1931

209 Harbor Hill Road, East Hills, New York 11576
Telephone (516) 621-5600 • Fax (516) 625-8736

APPLICATION FOR DEMOLITION PERMIT

Project Location: _____

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

1. Structure to be demolished: Residence Commercial Building Shed Pool Other _____
2. Does this project include the removal of any trees? Yes No # of trees proposed to be removed: _____
Has a tree permit application been submitted? Yes, with this application
 Yes, with new home/ARB application
 No
3. Have utility and/or water disconnects already been performed under a separate Road Opening Permit? Yes No
4. Estimated cost of demolition (inclusive of labor and materials) \$ _____
5. Who should be the primary contact for this application?
 Owner Contractor #1 Contractor #2 Expediter Other _____
6. Owner(s): _____
If owner is a corporation, state name of officer authorized to make this application: _____
Phone #: _____ Email(s): _____
Mailing Address: _____
7. Contractor #1: Demolition (Company Name): _____
Contact Name: _____ License # & Type: _____
Phone #: _____ Email: _____
Address: _____
8. Contractor #2: For Road Pavement Restoration (Company): _____ Same as above
Contact Name: _____ License # & Type: _____
Phone #: _____ Email: _____
Address: _____
9. Expediter (Company Name): _____ Contact Name: _____
Phone #: _____ Email: _____
Address: _____

FOR BUILDING DEPARTMENT USE ONLY	
Date Received: _____	
<input type="checkbox"/> Deed <input type="checkbox"/> Elec. Letter <input type="checkbox"/> Water Letter <input type="checkbox"/> Gas Letter <input type="checkbox"/> Oil Letter	
<input type="checkbox"/> Asbestos Letter <input type="checkbox"/> Letter of Demo <input type="checkbox"/> ARB Approval <input type="checkbox"/> Tree App.	
<input type="checkbox"/> \$50,000 Bond/Deposit #: _____	Application Fee \$ 150.00
<input type="checkbox"/> \$15,000 Cert. Check #: _____	Building Permit Fee \$ 1,500.00
Walk through date: _____ Insp. Sig.: _____	CC Fee \$ 150.00
<input type="checkbox"/> Rat Letter; dated: _____	Total \$ 1,800.00
Permit No. _____	Date Issued: _____
Certificate of Completion No. _____	Date Issued: _____



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Checklist for Demolition Application:

- Application for Demolition Permit
- Nassau County Assessors Form
- \$150 Application Fee
- Existing survey
- Deed of owner of existing house
- Contractor's Nassau County Consumer Affairs License
- Contractor's Liability, Disability and Workers' Compensation Insurance Certificates Listing 'The Village of East Hills' as Certificate Holder and included as an additional insured with no exclusions
- Electricity shutoff letter
- Water shutoff letter
- Gas shutoff letter or letter confirming there is no gas service
- If burner is oil fired, certification of oil tank removal (from Plumber) or abandonment (from Nassau County Department of Health)
- Asbestos letter from engineer stating no asbestos. If asbestos is present, a letter of abandonment from company that is removing it, including chain of custody for proper disposal
- Draft of "Letter of Demo" that will be sent to neighboring residents including: Address of demo, Contact information for contractor and homeowner, Date of demo, etc.
- A security deposit in the amount of \$50,000 cash or surety bond (must be original with raised seal)
- A security deposit in the amount of \$15,000 bank or certified check deposited with the Village to guarantee the repair or replacement, milling, or resurfacing of Village roads and highways when damaged by the applicant during demolition or construction for buildings that are substantially altered.

New House Permit Application Items Required Before Demolition:

- Written Architectural Review Board Decision (received by Building Department)
- Building Plans for new construction (compliant with ARB decision)
- Landscaping Plan (compliant with ARB decision)
- New Septic Tank/Leaching Pools/Drywells shown on site plan with all setbacks

Site Preparation (After demolition application is submitted, but before issuance):

- Erosion control in place
- Tree protection in place
- Six foot locking fence around property
- Walk through by Building Department (BEFORE any demo)
- Board of Health Letter for Rat Check (order AFTER ok from inspector- only valid for 14 days)

After Permit Issuance and Before Demolition:

- Old Septic Tank/Leaching Pools/Drywells – letter of abandonment, copies of pump sheets
- Deliver "Letter of Demo" with planned demolition date to neighbors. A list of neighboring addresses will be provided to you with the demolition permit



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STATE OF NEW YORK, COUNTY OF NASSAU, ss.: I state that I am the property owner or one of the property owners of the subject property, and I certify that the information provided on the application is accurate and the statements are true to the best of my knowledge and belief. I understand and agree that these statements are being relied upon by a municipality; that false statements are perjurious and may result in criminal prosecution; and/or a fine of \$10,000. If there is more than one property owner, I further certify that I am authorized to act on behalf of all owners with respect to the submission of this application, and that they have been informed of all information included in this application as well as its terms and conditions. In submitting this application, I authorize any agents listed on this application to act on my behalf. I grant permission for Building Department Officials and other agents of the Village to enter onto the property for the purpose of performing any necessary inspections, without prior notice. I agree to comply with all rules and regulations of the Zoning and Building Code, deed restrictions, with every other provision of the law of the Village of East Hills and the Uniform Code of the State of New York.

Owner's Name: _____ Signature: _____

Sworn to before me this ____ day of _____, 2____

Notary Public, Nassau County, New York

DEFENSE, INDEMNITY, AND HOLD HARMLESS UNDERTAKING AND DISCLOSURE AGREEMENT

STATE OF NEW YORK, COUNTY OF NASSAU, ss.: KNOW ALL MEN BY THESE PRESENTS that we the undersigned being the owner with respect to certain improvements to the following real property known as _____, East Hills, NY a/k/a Section ____ Block _____ Lot(s)____, on the Nassau County Land and Tax Maps, hereby shall defend, indemnify, and hold harmless the Incorporated Village of East Hills and its agents and employees from and against all claims, damages, losses, and expenses including any attorney's fees arising out of or resulting from the permit holder's operations within the Incorporated Village of East Hills provided that such claim, damage, loss or expense is caused in whole or in part by any negligent act or omission of the permit holder, its agents, anyone directly engaged or employed by any of them or anyone for whose acts any of them may be responsible for or any third party regardless of whether or not said loss is caused in part by a party indemnified hereunder.

A copy of this Undertaking shall be filed with the insurance company (or its agents) providing the insurance for the project covered under the permit issued by the Village of East Hills Building Department.

The Owner acknowledges and agrees that the proposed improvements and all application documents submitted will be addressed in a public forum and that in accord with New York's Freedom of Information Law, the public is to be provided access to all documents concerning the application including by internet or web access as well as review of documents maintained at Village Hall.

Owner's Name: _____ Signature: _____

On the ____ day of _____, 2____ before me came the undersigned known to me to be the individual(s) described in and who executed the foregoing instrument, and acknowledged to me that they executed same

Notary Public, Nassau County, New York



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CONSTRUCTION REGULATIONS - DEMO

APPLICATION FOR DEMOLITION PERMIT

Project Location: _____
Section: _____ **Block:** _____ **Lot(s):** _____ **Zone:** _____

I, the undersigned, do hereby acknowledge that The Village of East Hills has notified me of the following partial list of regulations pertaining to building construction:

1. Permitted times for construction & construction related activities (i.e. dumpster and material deliveries) are Monday – Friday, 8am – 5pm only. No work is to be done on Saturdays, Sundays and Village Holidays.
2. No dumpsters, construction debris, sand, dirt or building materials of any kind are permitted in any roadway at any time during construction.
3. Construction debris must be loaded directly into a container or neatly piled and securely covered at all times.
4. Advertising signs are not permitted.
5. All work areas must be completely surrounded with a fence as per code and determination of the Building Dept.
6. Building permit card must be displayed at all times while permit is open.
7. Storm water and erosion control is the responsibility of the contractor/homeowner. All required control elements must be in place prior to start of construction and be maintained throughout.
8. Removal of trees requires a permit. All tree permit applications should be submitted with building permit applications.
9. 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 feet of trees is to be done by hand only.
10. It is the responsibility of the Contractor/Owner to ensure that all inspections are performed as required. Failure to ensure all required inspections are performed is a material breach of the conditions of the Building Permit.
11. Each undersigned Contractor must immediately notify the Building Department if they, for any reason, terminate or are terminated from this project. In addition, it is the responsibility of the Property Owner and Contractor to notify the Building Department of any change of Contractor. All notifications must be in writing.
12. All construction sites must maintain adequate lighting throughout project and provide solar lighting when there is no electric service.
13. All major project sites must maintain rodent control elements (bait boxes) throughout construction.
14. Violations may result in an appearance ticket that carries a fine of up to \$5,000.00 being issued to the General Contractor and/or Property Owner and the possible suspension or revocation of the building permit.
15. Portable sanitary units may be placed on a temporary basis only at the rear or side of any dwelling or then-permanent structure or as approved by the Building Inspector, and shall be promptly removed upon completion of any project which necessitated their use.
16. Rodent traps must be set up prior to demolition at the site.
17. While demolition is in progress, Contractors must maintain a spray of water on a home to control dust and minimize any effect on neighboring properties.
18. Permits are issued for a term of 1 year from date of issue (two years for new construction and substantially improved structures). Permits may be extended to no more than five years from date of issue. Fees for each permit extension(s) are required and must be paid prior to issuance of a Certificate of Occupancy/Compliance.
19. Closing out building permits is the sole responsibility of the Property Owners and/or their agents. No exceptions will be made.

Owner Name: _____ Signature: _____ Date: ___/___/___
 Contractor 1 Name: _____ Signature: _____ Date: ___/___/___
 Contractor 2 Name: _____ Signature: _____ Date: ___/___/___

BP # _____