

INCORPORATED VILLAGE OF GARDEN CITY
DEPARTMENT OF PUBLIC WORKS
351 STEWART AVENUE
GARDEN CITY, N.Y. 11530-4528



SIDEWALK, APRON, DROP CURB PERMIT APPLICATION

PERMIT NO. _____

*****MUST GIVE 48-HOUR NOTICE TO SCHEDULE WORK***
CALL (516) 465-4005 BETWEEN 8:30 A.M. – 4:30 P.M.**

Applicant: _____
(Business Name)

(Business Address)

(City, State) (Zip Code)

(Contact Name) (Contact Phone) (Contact Email)

The above-named applicant does hereby apply for the issuance of a permit for the following purpose:

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

Was a Violation Issued: Yes No **Driveway Work Planned:** Yes (Building Permit Required) No

Address (Work Location): _____ **Property Type:** Residential Commercial

Total Quantities: Area of Concrete _____ SF Feet of Drop Curb _____ LF Feet of Standard Curb _____ LF

Description of Work: _____

SITE DRAWINGS MUST BE ATTACHED TO PERMIT APPLICATION.

I have read and agree to abide by the Rules & Regulations pertaining to Permit work on and within Village Roads.

Signature: _____ **Title:** _____ **Date:** _____

FOR OFFICIAL USE ONLY

THE DURATION OF THE PERMIT HEREBY SOUGHT IS _____ DAYS(S) FROM _____, 20 ____.

APPROVED REJECTED

By: _____
Date: _____

Check No.: _____
Fee: \$ _____
Deposit: \$ _____
Total: \$ _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

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 have ADDITIONAL INSURED provisions or 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	CONTACT NAME:	
	PHONE (A/C No. Ext):	FAX (A/C No.):
INSURED	INSURER A:	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES CERTIFICATE NUMBER: 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	ADDITIONAL INSURED	POLICY NUMBER	POLICY PERIOD (MM/DD/YYYY)	POLICY LIMIT (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER	Y Y				EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y Y				COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$	Y Y				EACH OCCURRENCE \$1,000,000 AGGREGATE \$2,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER MEMBER EXCLUDED? (Mandatory in NY) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A				<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT
A	Professional Liability					
D	NYS Disability					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101 Additional Remarks Schedule, may be attached if more space is required)
The Incorporated Village of Garden City is included as Additional Insured.

CERTIFICATE HOLDER Incorporated Village of Garden City 351 Stewart Avenue Garden City NY 11530	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
--	--

SAMPLE



Workers' Compensation Board

CERTIFICATE OF NYS WORKERS' COMPENSATION INSURANCE COVERAGE

<p>1 a. Legal Name & Address of Insured (use street address only)</p> <p>[Redacted] [Redacted] Inc [Redacted] [Redacted] NY</p>	<p>1 d. Business Telephone Number of Insured</p> <p>[Redacted]</p> <p>1 c. NYS Unemployment Insurance Employer Registration Number of Insured</p> <p>[Redacted]</p> <p>1 d. Federal Employer Identification Number of Insured or Social Security Number</p> <p>[Redacted]</p>
<p>Work Location of Insured (Only required if coverage is specifically limited to certain locations in New York State, i.e., Albany, Buffalo, etc.)</p> <p>2. Name and Address of Entity Requesting Proof of Coverage (Entity Being Listed as the Certificate Holder)</p> <p>Inc Village of Garden City 351 Stewart Avenue Garden City NY 11530</p>	<p>3 a. Name of Insurance Carrier</p> <p>[Redacted]</p> <p>3 b. Policy Number of Entity Listed in Box "1 a"</p> <p>[Redacted]</p> <p>3 c. Policy effective period to</p> <p>[Redacted]</p> <p>3 a. The Proprietor, Partners or Executive Officers are</p> <p><input type="checkbox"/> included. (Only check box if all partners/officers included.)</p> <p><input checked="" type="checkbox"/> all excluded or certain partners/officers excluded.</p>

This certifies that the insurance carrier indicated above in box "3" insures the business referenced above in box "1a" for workers' compensation under the New York State Workers' Compensation Law. (To use this form, New York (NY) must be listed under Item 3A on the INFORMATION PAGE of the workers' compensation insurance policy). The Insurance Carrier or its licensed agent will send this Certificate of Insurance to the entity listed above as the certificate holder in box "2".

The insurance carrier must notify the above certificate holder and the Workers' Compensation Board within 10 days IF a policy is canceled due to nonpayment of premiums or within 30 days IF there are reasons other than nonpayment of premiums that cancel the policy or eliminate the insured from the coverage indicated on this Certificate. (These notices may be sent by regular mail.) Otherwise, this Certificate is valid for one year after this form is approved by the insurance carrier or its licensed agent, or until the policy expiration date listed in box "3c", whichever is earlier.

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the policy listed, nor does it confer any rights or responsibilities beyond those contained in the referenced policy.

This certificate may be used as evidence of a Workers' Compensation contract of insurance only while the underlying policy is in effect.

Please Note: Upon cancellation of the workers' compensation policy indicated on this form, if the business continues to be named on a permit, license or contract issued by a certificate holder, the business must provide that certificate holder with a new Certificate of Workers' Compensation Coverage or other authorized proof that the business is complying with the mandatory coverage requirements of the New York State Workers' Compensation Law.

Under penalty of perjury, I certify that I am an authorized representative or licensed agent of the insurance carrier referenced above and that the named insured has the coverage as depicted on this form.

Approved by: [Redacted]
(Print name of authorized representative or licensed agent of insurance carrier)

Approved by: [Redacted] [Redacted]
(Signature) (Date)

Title: [Redacted]

Telephone Number of authorized representative or licensed agent of insurance carrier: [Redacted]

Please Note: Only insurance carriers and their licensed agents are authorized to issue Form C-105.2. Insurance brokers are NOT

SAMPLE



CERTIFICATE OF INSURANCE COVERAGE DISABILITY AND PAID FAMILY LEAVE BENEFITS LAW

PART 1. To be completed by Disability and Paid Family Leave Benefits Carrier or Licensed Insurance Agent of that Carrier

<p>1a. Legal Name & Address of Insured (use street address only)</p> <p>[REDACTED]</p> <p>Work Location of Insured (Only required if coverage is specifically limited to certain locations in New York State, i.e. Wrap-Up Policy)</p>	<p>1b. Business Telephone Number of Insured</p> <p>[REDACTED]</p> <p>1c. Federal Employer Identification Number or Social Security Number</p> <p>[REDACTED]</p>
--	---

<p>2. Name and Address of Entity Requesting Proof of Coverage (Entity Being Listed as the Certificate Holder)</p> <p>Inc. Village of Garden City 351 Stewart Ave. Garden City, NY 11530</p>	<p>3a. Name of Insurance Carrier</p> <p>[REDACTED]</p> <p>3b. Policy Number</p> <p>[REDACTED]</p> <p>3c. Policy effective period</p> <p>[REDACTED]</p>
--	--

4. Policy provides the following benefits:

- A. Both disability and paid family leave benefits.
- B. Disability benefits only
- C. Paid family leave benefits only

5. Policy covers:

- A. All of the employer's employees eligible under the NYS Disability and Family Leave Law.
- B. Only the following class or classes of employees:

Under penalty of perjury, I certify that I am an authorized representative of the insurance carrier referenced above and that the named insured has NYS Disability and/or Paid Family Leave Benefits coverage under the policy referenced above.

Date Signed: [REDACTED] By: [REDACTED]
(Signature of insurance carrier's authorized representative or NYS Licensed Insurance Agent of that insurance carrier)

Telephone Number: [REDACTED]

IMPORTANT: Boxes 4A and 5A must be checked by the insurance carrier's authorized representative or NYS Licensed Insurance Agent of that insurance carrier for this certificate to be COMPLETE. Mail it directly to the certificate holder.

If boxes 4B, 4C, 5B, 5C, 5D, 5E, 5F, 5G, 5H, 5I, 5J, 5K, 5L, 5M, 5N, 5O, 5P, 5Q, 5R, 5S, 5T, 5U, 5V, 5W, 5X, 5Y, 5Z are checked, this certificate is NOT COMPLETE for purposes of Section 220, Subd. 8 of the NYS Disability and Family Leave Benefits Law. It must be mailed for completion to the Workers' Compensation Board, P.O. Box 5200, Binghamton, NY 13902-5200.

PART 2. To be completed by the State of New York Workers' Compensation Board (Only if Box 4C or 5B of Part 1 has been checked)

State of New York Workers' Compensation Board

Information furnished by the NYS Workers' Compensation Board, the above-named employer has complied with the Disability and Family Leave Benefits Law with respect to all of his/her employees.

By: [REDACTED]
(Signature of Authorized NYS Workers' Compensation Board Employee)

Telephone Number: [REDACTED] Name and Title: [REDACTED]

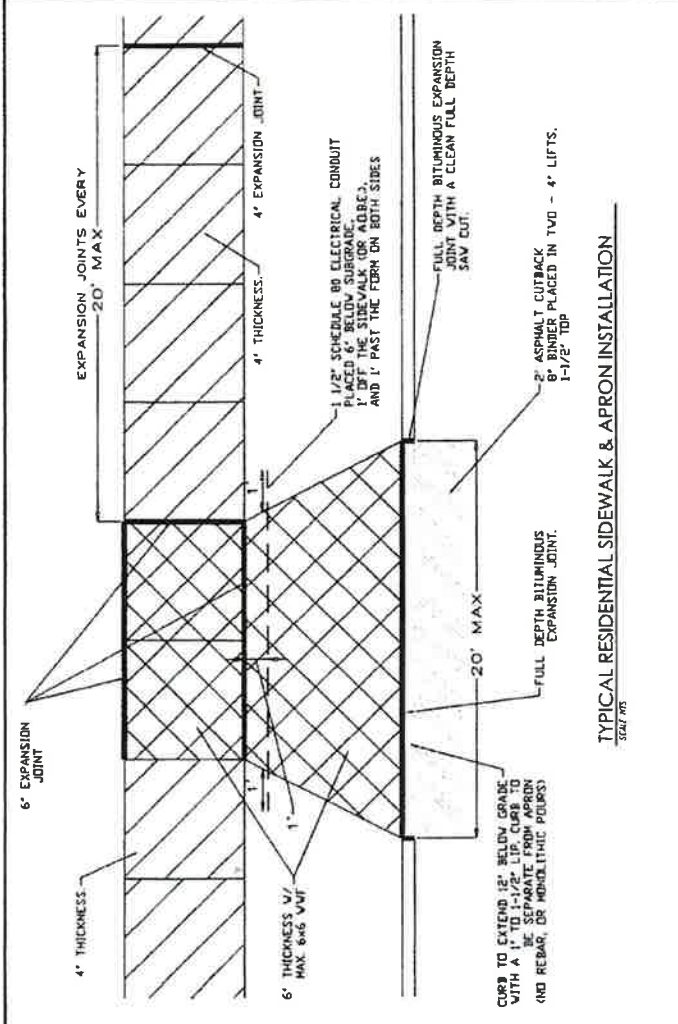
Please Note: Only insurance carriers licensed to write NYS disability and paid family leave benefits insurance policies and NYS licensed insurance agents of those insurance carriers are authorized to issue Form DB-120.1. Insurance brokers are NOT authorized to issue this form.



**VILLAGE OF GARDEN CITY
GENERAL NOTES AND REGULATIONS
FOR THE CONSTRUCTION OF PAVERS, SIDEWALK, APRON AND CURBS**

- Contractor must acquire a permit from the Department of Public Works prior to starting any work. Please refer to the fee schedule for appropriate deposits and fees provided upon application. The fee schedule is available at Village Hall in the Department of Public Works or online at GardenCityNY.net
- Contractor must supply insurance to cover minimum \$1,000,000 liability, disability and workers compensation. Insurance must also name the Village of Garden City as additionally insured as well as a certificate holder. If a Contractor does not have Disability/Workers Compensation, they shall obtain a waiver form from the Town of Hempstead (no exceptions).
- Contractors are responsible to call 811 for utility markouts prior to any excavation.
- Contractor must use Class 'A' Nassau County 4,000LB concrete.
- The subbase must be of an acceptable material (R.C.A., granular fill, etc.) and properly compacted using a mechanical vibratory plate compactor or equivalent as approved by engineer prior to the placement of any concrete or pavers.
- All work areas must be protected by barricades, caution tape, and approved flashing lights as well as construction signs and flag persons on main roadways.
- The Contractor shall provide safe and passable walkways, that are ADA compliant, for pedestrian traffic within the construction limits.
- All traffic detours shall be done in accordance to the National Manual On Uniform Traffic Control Devices (MUTCD) and the provisions of the New York State Supplement to the MUTCD. The Contractor shall perform his work in such a manner and sequence that interference, restrictions and delays to the traveling public will be kept to an absolute minimum.
- Contractors must call the DPW Office (516-465-4003) 48 hours prior to starting work (ripping out) and inspections will be done at various times during construction. Work is to be performed Monday - Friday, 9am - 3:30pm. No work is to be performed on Sundays and Holidays.
- After the job is completed, a final inspection will take place 28 days (minimum) after the concrete is placed. If restoration has been properly completed, the deposit will be released and returned to contractor within one to three months after final inspection. No deposit shall be released until all restoration such as road repair, grass areas restored, sprinkler heads repaired, ect. is completed satisfactorily.

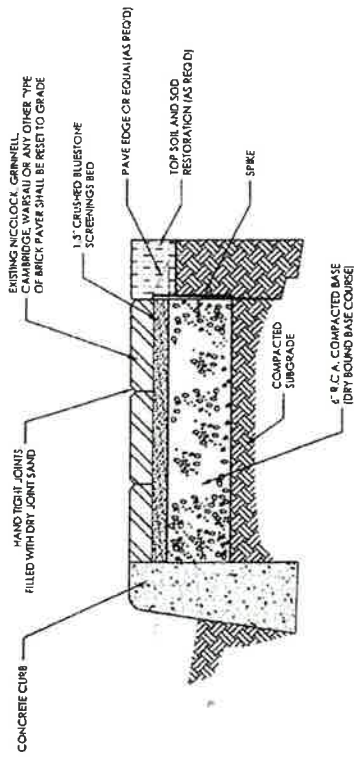
INCORPORATED VILLAGE OF GARDEN CITY NASSAU COUNTY, NY	
SIDEWALK & PAVEMENT STANDARD DETAILS	
CONSTRUCTION DETAILS	
DATE: 11/03/04	DESIGNED BY: J. MURPHY
	CHECKED BY: C. MURPHY
	FRONT



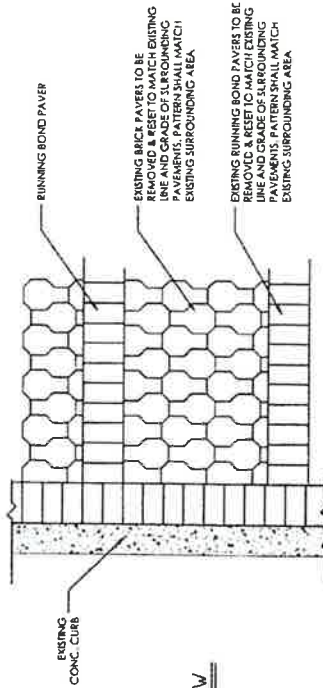
TYPICAL RESIDENTIAL SIDEWALK & APRON INSTALLATION
SCALE: AS SHOWN

**NOTES AND REGULATIONS
FOR THE CONSTRUCTION OF SIDEWALK, APRON AND CURB**

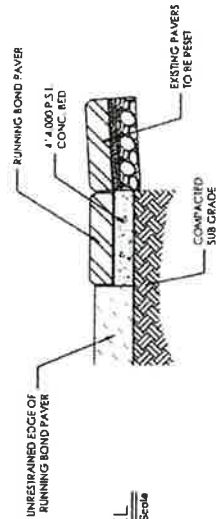
- Contractor must use Class 'A' Nassau County 4,000LB concrete.
- The subbase must be of an acceptable material (R.C.A., granular fill, etc.), and properly compacted using a mechanical vibratory plate compactor or equivalent as approved by engineer prior to the placement of any concrete.
- Regular sidewalk shall be a minimum of 4" in depth. Apron and adjacent sidewalk areas shall be a minimum of 6" in depth with a maximum of 6" x 6" wire mesh reinforcement.
- Drop curbs in front of apron must be 12" below grade with a minimum of 1" to a maximum of 1 1/2" lip above grade at the flow line of the roadway.
- Full depth bituminous expansion joints will be required between the drop curb and apron, the apron and sidewalk, and the sidewalk and driveway, as well as every 20' of sidewalk, and as ordered by the engineer. Expansion material will also be placed at ends of drop curbs and existing curb where a clean, full depth cut must be made. Expansion joints are to be in place prior to concrete pour, they shall not be "pushed" into the concrete.
- Where replacement of the apron is necessary, 1 1/2" Schedule 80 PVC electrical conduit (supplied by contractor) shall be placed 1" off the sidewalk (or as ordered by engineer), 1' past the forms on both sides of apron, 6" below subgrade and shall be capped off.
- Where the existing asphalt is damaged, a 2' full depth cutback will have to be performed as ordered by the engineer. 8" binder placed in two - 4" lifts, and 1 1/2" top will be placed.



REMOVE AND RESET EXISTING BRICK PAVER TO GRADE DETAIL
SCALE: 1/2" = 1'-0"

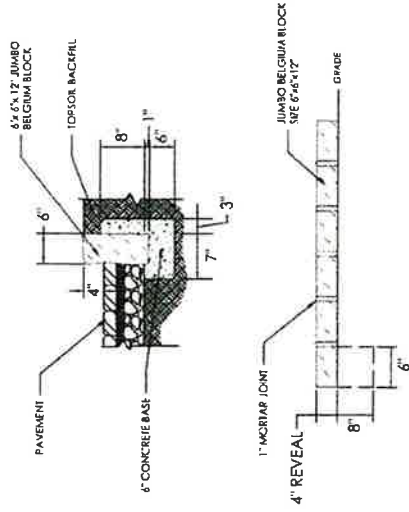


PLAN VIEW
Not To Scale



SECTION DETAIL
Not To Scale

BRICK PAVER RUNNING BOND
SCALE: 1/2" = 1'-0"



BELGIUM BLOCK DETAIL
SCALE: 1/2" = 1'-0"

NOTES AND REGULATIONS FOR THE CONSTRUCTION OF BRICK PAVER WALKWAYS & AREAS

1. Contractor must use Class 'A' Nassau County 4,000LB concrete for setting beds.
2. The subbase must be of an acceptable material (R.C.A., granular fill, etc.) and properly compacted using a mechanical vibratory plate compactor or equivalent as approved by engineer prior to the placement of any concrete.
3. The Contractor shall replace in kind, any existing paver that is cracked, broken, or deteriorated.
4. Pavers shall be set in the original pattern with tight joints.
5. All materials shall conform with Item 37, 37E, and 37RB of the Village of Garden City Standard Specifications. These specifications are on file and available through the DPW Engineering Department upon request.

INCORPORATED VILLAGE OF GARDEN CITY NASSAU COUNTY, N.Y.	
SIDEWALK & PAVER STANDARD DETAILS	
CONSTRUCTION DETAILS	
SCALE DATE: 11/20/11	DRAWN BY CHECKED BY: J. WARDON C. BROWN
BACK	

Village of Garden City Permit Application Sketch

