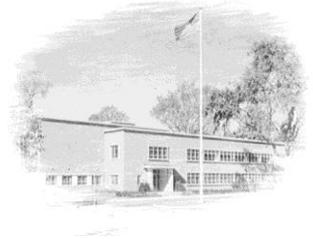




DEPARTMENT OF BUILDINGS
INCORPORATED VILLAGE OF GARDEN CITY
 VILLAGE HALL
 351 STEWART AVENUE
 GARDEN CITY, NY 11530
 516-465-4040(O) – 516-742-5377 (F)



SUBSTANTIAL/FULL DEMOLITION OF A BUILDING (STRUCTURES)
PERMIT REQUIREMENTS

- APPLICATION FOR BUILDING PERMIT (**CHECK OFF DEMOLITION**)
- WORKERS COMPENSATION AND DISABILITY INSURANCE CERTIFICATES (**NOT ACCORD FORM**)
- STAGING PLAN
- CURRENT TOPOGRAPHICAL SURVEY
- UTILITY SHUTOFF LETTERS (**GAS, ELECTRIC, AND WATER**)
- FINAL ASBESTOS REPORT
- FINAL RODENT REPORT: TO BE OBTAINED FROM THE NASSAU COUNTY DEPARTMENT OF HEALTH AND SUBMITTED AFTER OUR REVIEW OF ALL OTHER DOCUMENTS. PERMIT WILL BE ISSUED WITHIN 1-3 DAYS AFTER RECEIPT OF RODENT LETTER #:516-227-9697
- ALL STRUCTURES ARE TO BE FILED SEPARATELY

<i>FEE DESCRIPTION</i>	<i>TOTAL FEES</i>
RESIDENTIAL	\$400.00 FOR THE FIRST \$1000 OF ESTIMATED COST PLUS \$20 FOR EACH ADDITIONAL \$1000
COMMERCIAL	\$500.00 FOR THE FIRST \$1000 OF ESTIMATED COST PLUS \$20 FOR EACH ADDITIONAL \$1000
DEPOSIT	TOTAL COST OF DEMOLITION

RESIDENTIAL & COMMERCIAL: IN CASH OR CHECK PAYABLE TO THE INCORPORATED VILLAGE OF GARDEN CITY

DEMOLITION: THE FULL COST OF DEMOLITION IN CASH OR CHECK FROM PROPERTY OWNER PAYABLE TO THE INCORPORATED VILLAGE OF GARDEN CITY OR A PERFORMANCE BOND IN LIEU THEREOF

- **MAINTAIN AND LEGALIZATION APPLICATIONS MUST BE FILED SEPARATELY FROM NEW CONSTRUCTION**
 - **ALL STRUCTURES ARE TO BE FILED UNDER SEPARATE APPLICATIONS**
 - **INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**
- INSPECTION REQUESTS MUST BE MADE AT LEAST ONE DAY IN ADVANCE WITH PERMIT NUMBER. **SCHEDULED WITH THE DEPARTMENT OF BUILDINGS**
- APPROVED PLANS MUST BE ON JOB SITE WITH CONTRACTOR PRESENT FOR ALL INSPECTIONS.
- PERMIT MUST BE POSTED IN FRONT WINDOW OR DOOR UNTIL FINAL BUILDING CERTIFICATE HAS BEEN ISSUED.

REQUIREMENTS FOR CERTIFICATE OF COMPLIANCE:

- FINAL APPROVAL OF ALL INSPECTIONS
- ELECTRICAL CERTIFICATE
- TWO (2) COPIES OF FINAL SURVEY (*MUST SHOW ALL DIMENSIONS TO ALL STRUCTURES, HEIGHTS, ETC...*)
- AFFIDAVIT OF FINAL COST (*NEW BUILDINGS ONLY*)
- CERTIFICATION LETTER FOR LANDSCAPING, IF APPLICABLE
 - **NOTIFY BUILDING DEPARTMENT AT LEAST ONE DAY PRIOR TO START OF WORK**
- **FINAL MECHANICAL INSPECTION WILL ONLY BE PERFORMED ONCE ALL OTHER ASSOCIATED PERMITS HAVE BEEN COMPLETED AND ALL FINAL DOCUMENTATIONS HAVE BEEN RECEIVED AND REVIEWED.**