



INCORPORATED VILLAGE OF SHOREHAM
BUILDING DEPARTMENT
 PO Box 389, Shoreham, New York 11786
 (631) 821-0680 – Fax (631) 821-4102
www.shorehamvillage.org

DEMOLITION PERMIT APPLICATION CHECKLIST

This worksheet is presented as a guide for preparation of a complete building permit application. Please include all of the documents and items required for the proposed work. Additional information is available at the Village website at www.shorehamvillage.org

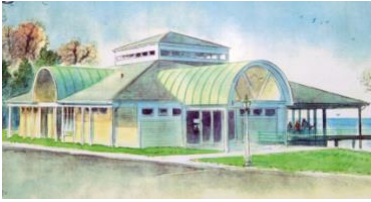
Application Requirements:

1. Demo Permit Application	(page 2) Signed & notarized	Y / N
2. Current Survey (3 copies)	Building/structures to be demolished to be noted	Y / N
3. Owner's Authorization	(page 3) Required if applicant is other than the property owner	Y / N
4. Deed	Submit copy of current owner's most recent deed	Y / N
5. Title & Mortgagee Consent	Submit current title certification and provide mortgagee/lien holder consent as applicable (for dwelling demo only)	Y / N
6. Contractor's info & license	Suffolk County Home Improvement license for existing residential (Not required if no buildings/structures are to remain)	Y / N
7. Contractor's Insurances	Liability (Acord), Workers' Compensation (C-105.2 / U-26.3) & Disability (DB-120.1) and/or *waiver from WC/DB (CE-200) *available online at www.wcb.ny.gov	Y / N
8. Utility Disconnects	PSEGLI for electric (electrical service temp w/ affidavit from licensed electrician may suffice) & SCWA for water service	Y / N
9. Asbestos Certification	Submit asbestos survey report prepared by a <u>Certified Asbestos Inspector</u> in accordance with NYS Labor Law (Industrial Rule 56) For all buildings constructed prior to Jan 1, 1974	Y / N
10. Fees	Dwelling: \$500 / Shed: \$250 / Other: \$300	Y / N

DEMOLITION WORK SHALL NOT BEGIN UNTIL THE APPLICANT HAS SUBMITTED ALL OF THE REQUIRED DOCUMENTATION AND A PERMIT HAS BEEN ISSUED.

- The applicant shall carefully answer all applicable questions on all forms.
- Illegible and unreadable forms or surveys will **NOT BE ACCEPTED.**
- Construction materials and debris **will not** be permitted to be buried. All materials must be removed from the site prior to final sign off.
- All foundation walls and footings are to be completely removed and inspected by the Building Inspector before back filling.
- All depressions on the site caused by the removal of any material must be leveled off with clean suitable materials as determined by the Building Department.
- Grade must be stabilized with vegetation for final sign off.

DEMOLITION PERMITS ARE VALID FOR 90 DAYS & INSPECTIONS ARE REQUIRED



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DEMOLITION PERMIT APPLICATION

PART I: Owner Information – Please print below

Property Location : _____ SCTM# 207- _____ - _____ - _____

Owner(s) of Record : _____

Phone: _____ Email: _____

Mailing Address of Owner(s): _____

City State Zip Code

PART II: Agent / Architect / Attorney Information (responsible for filing & receiving correspondence) – Please print below

Agent responsible for proposed work: _____

Phone: _____ Email: _____

Mailing Address of Agent: _____

City State Zip Code

PART III: Proposed Work Project Details – Please print below

Description of buildings and/or structures to be removed: _____

Contractor: _____ Suffolk County License #: _____

Carting Agency/Contractor: _____

PART IV: Notary Public – Please type or print below

APPLICATION IS HEREBY MADE FOR ISSUANCE OF A BUILDING PERMIT pursuant to the Code of the Village of Shoreham and the Building Code of the State of New York, and all amendments thereto, for the work as described herein and in the described plans and specs.

STATE OF NEW YORK, COUNTY OF SUFFOLK ss: (Print Name of Applicant) _____
being duly sworn deposes and says that he/she is the applicant above named.

They are the (Owner or Agent: Contractor, Officer, RA, PE, etc) _____ of said owner or owners, and is duly authorized to perform or have performed the said work, as described in the attached plans and specifications, and to make and file this application; that all statements contained in this application are true to the best of his knowledge and belief; and that the work will be performed in the manner set forth in this application, plans and specifications filed herewith.

Sworn to before me this _____ day
of _____, 20_____

Applicant Signature



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OWNER'S AUTHORIZATION

STATE OF _____)
) ss.:
COUNTY OF _____)

I, (owner) _____

Residing at: _____

Being the owner of premises (Property Location) _____

Also known as Suffolk County Tax Map Number (SCTM #:) _____

Hereby authorize (Agent) _____

Whose mailing address is (Agent Address) _____

To act on my behalf for purposes of application and interfacing with the Building Department for (Description of Proposed Work)

Of the Village of Shoreham, and to received and/or file any documents required with reference to my application for

(Owner) _____

I hereby agree to allow my agent, whose name appears above, to act on my behalf and I further agree to abide by any requirements imposed by this Board as a condition of their approval.

Owner Signature

Sworn to before me this _____ day
of _____, 20_____

Notary Public