

VILLAGE OF SADDLE ROCK
18 MASEFIELD WAY
GREAT NECK, NEW YORK 11023
516-482-9400
516-482-9403 (fax)

The following is required for approval and issuance of a permit to demolish a home:

- Application for demolition and appropriate fee in the amount of \$300.00
- Architectural drawing showing proposed removal; locations of all utility lines including electric, gas or oil tank, water and sewer; safety fences to surround excavation; and silt fence or hay bales for soil erosion control, as may be required.
- Utilities shut off letters from:
 - Long Island Power Authority - electric
 - Keyspan - gas
 - Water Authority of Great Neck North - domestic water
 - Great Neck Water Pollution Control District – sewer
 - Asbestos Certification
- Certification of rodent inspection issued by Nassau County Department of Health issued no greater than ten (10) days prior to the start of demolition.
- Notarized letter from homeowner stating that no mortgage or liens exist on the property. If a mortgage or lien does exist it will be necessary to submit a letter from the mortgage holder/lien holder indicating that they have been advised of the demolition of the home and have no objections.
- If property was recently purchased, transfer of ownership must be supplied.

Please Note: If there is an oil tank on the premises and the oil tank is to be removed or abandoned a separate permit needs to be filed and issued before work begins.

**PLEASE NOTE: APPLICATION MUST BE COMPLETE WITH ALL
PAPERWORK TO BE ACCEPTED.**