



**MAYOR**  
DOMINICK A. LONGOBARDI

**TRUSTEE**  
KEVIN M. FITZGERALD

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**TRUSTEE**  
ARCHIE T. CHENG, ESQ.

**TRUSTEE**  
FRANK J. CHIARA

**VILLAGE ADMINISTRATOR**  
GERARD M. BAMBRICK

**VILLAGE CLERK**  
SUSAN E. WALSH

**SUPERINTENDENT OF PUBLIC WORKS**  
KEVIN GINNANE

**SUPERINTENDENT OF BUILDINGS**  
RENEE MARCUS, AIA

**POLICE COMMISSIONER**  
STEPHEN G. McALLISTER

## *Incorporated Village of Floral Park*

ONE FLORAL BOULEVARD, PO BOX 27, FLORAL PARK, NY 11002

TELEPHONE 516-326-6300

VILLAGE HALL FAX 516-326-2734

BUILDING DEPARTMENT FAX 516-326-2751 PUBLIC WORKS DEPARTMENT FAX 516-326-6435

WWW.FPVILLAGE.ORG

### **ATTENTION: 1 YEAR RENEWAL (THRU 2020)**

#### **REQUIREMENTS FOR NEW OR RENEWAL OF CONTRACTOR'S LICENSE**

1. Enclosed application, filled out and notarized. (Incomplete forms will not be accepted)
2. Affidavit of Excavation or Demolition form filled out and notarized.
3. Current Certificate of Workers Compensation Insurance or exempt forms and a Certificate of Disability Benefits Insurance. (See reverse side of sheet for forms that are accepted, **ACORD FORMS ARE NOT ACCEPTED FOR WORKERS COMPENSATION**).
4. Certificate of liability insurance naming the Village of Floral Park as additional insured in the amount of \$1,000,000.00.
5. Copy of current Nassau County Consumers Affairs License (For Residential Properties Only).
6. Self-addressed stamped envelope.
7. Check for the 1-year fee in the amount of \$50.00 (New), \$2 (Renewal) made out to the Incorporated Village of Floral Park.

Submit package via mail to:  
Incorporated Village of Floral Park  
Building Department  
One Floral Boulevard, PO Box 27  
Floral Park, NY 11002

Or hand deliver to:  
Incorporated Village of Floral Park  
Building Department  
One Pool and Garage Road  
Floral Park, NY 11001  
(GPS Location: 124 Stewart Street)

Any questions, please contact the Building Department at 516.326.6319 or  
FPBuildings@FPVillage.org



## DEPARTMENT OF BUILDINGS

### WORKERS' COMPENSATION & DISABILITY BENEFITS COMPLIANCE REQUIREMENTS

The business or the homeowner that is listed as the contractor on all permit applications must provide proof to the Inc. Village of Floral Park of Workers' Compensation and Disability Benefits compliance using only the following forms, ACORD forms are not acceptable:

- Exempt Forms (applicant may submit one form for both WC & DB)
  - CE-200 (NYS Certificate of Attestation of Exemption) - any entity with no Employees; OR
  - BP-1 – Affidavit of Exemption to Show Specific Proof of Workers' Compensation Insurance Coverage for a 1, 2, 3 or 4 Family, Owner-occupied Residence

#### OR

- Workers Compensation Certificate (if required applicant must file one of the following)
  - C-105.2 – Certificate of Workers' Compensation Insurance' OR
  - SI-12 – Certificate of Workers' Compensation Self-Insurance Affidavit OR
  - SIG-105.2 – Certificate of Group Workers' Compensation Self- Insurance

#### AND

- Disability Benefits Certificate (if required applicant must file one)
  - DB-120.1 – Certificate of Disability Benefits Insurance OR
  - DB-155 – Certificate of Disability Benefits Self-Insurance

For questions concerning the Workers Compensation & Disability Benefits, or to request copies of the mentioned forms, contact the Workers' Compensation Board at 877.632.4996 or online at [www.wcb.ny.gov](http://www.wcb.ny.gov).



DEPARTMENT OF BUILDINGS  
APPLICATION FOR LICENSE

Date: \_\_\_\_\_

Please check one:

\_\_\_ Plumber New

\_\_\_ Electrician New

\_\_\_ Contractor New

\_\_\_ Plumber Renew

\_\_\_ Electrician Renew

\_\_\_ Contractor Renew

Floral Park License No. \_\_\_\_\_

Town of Hempstead License No. \_\_\_\_\_

Town of North Hempstead License No. \_\_\_\_\_

Town of Oyster Bay License No. \_\_\_\_\_

Nassau County Consumer Affairs License No. \_\_\_\_\_

Expiration Date \_\_\_\_\_

Expiration Date \_\_\_\_\_

Expiration Date \_\_\_\_\_

The undersigned does hereby apply for a (Plumber) (Electrician) (Contractor) license for the year beginning January 1, 20\_\_\_\_, and ending December 31, 20\_\_\_\_.

Name of Applicant: \_\_\_\_\_ Signature: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Telephone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

STATE OF NEW YORK )

SS.:

COUNTY OF )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me personally came \_\_\_\_\_, to me known and known to me to be the person described in and who executed the foregoing instrument and he/she acknowledged to me that he/she executed the same.

\_\_\_\_\_  
Notary Public

Receipt# \_\_\_\_\_



## DEPARTMENT OF BUILDINGS

### AFFIDAVIT OF EXCAVATION OR DEMOLITION

#### ARTICLE 36 NEW YORK STATE GENERAL BUSINESS LAW

Article 36 of the New York State General Business Law requires that no excavator shall commence or engage in any excavation or demolition unless and until timely notice is served of the location and date of the proposed excavation or demolition as provided in article 36 to operators who maintain underground facilities in the area in which the excavation or demolition is to take place. The provision of such notice to a one-call notification system is deemed to be compliance with this section; and notice to the one-call notification center is notice to each member. Such notice shall be served in accordance with the rules and regulations adopted by the public service commission pursuant to section one hundred nineteen-b of the public service law.

#### INDUSTRIAL CODE RULE 56

Pursuant to Industrial Code Rule 56, prior to demolition or disturbance, notification is to be made in the appropriate form to the New York State Department of Labor Asbestos Control Bureau regarding any asbestos removal, disturbance, encapsulation or required asbestos surveys before commencing any work.

#### EPA LEAD RENOVATION, REPAIR AND PAINTING RULE

The US Environmental Protection Agency (EPA) mandates that any contractor or worker who performs renovation in a pre-1978 apartment, school or facility (including private homes) must be trained and certified in EPA Renovation, Repair, and Painting (RRP). Anyone who is paid to perform work that disturbs lead-based paint in homes, child-care facilities and pre-schools built before 1978 must be certified. This may include, but is not limited to, residential rental property owners, general contractors, painters and special trade contractors (such as, plumbers, carpenters, and electricians).

I hereby affirm under the penalties of perjury that the above applicant and/or application will comply with Article 36 of the New York State General Business Law respecting underground facilities, and will comply with the Industrial Code Rule 56 regarding asbestos and the EPA Lead Renovation, repair and painting rule for any project within the Incorporate Village of Floral Park.

Business Owner's Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Telephone: \_\_\_\_\_ Email Address: \_\_\_\_\_

STATE OF NEW YORK )

SS.:

COUNTY OF )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, before me personally came \_\_\_\_\_, to me known and known to me to be the person described in and who executed the foregoing instrument and he/she acknowledged to me that he/she executed the same.

\_\_\_\_\_  
Notary Public