



Town Of Amenia

BUILDING DEPARTMENT

4988 Route 22, AMENIA, NY 12501

TEL: 845-373-8118 x102 FAX: 845-373-9826

E-MAIL: Building@ameniany.gov WEB: www.AmeniaNY.Gov

Demolition of Structure

BUILDING PERMIT PACKAGE

1. **BUILDING/ZONING PERMIT APPLICATION** - The applications must be filled out in sufficient detail and signed by the owner of the property or by an authorized agent/contractor with the submission of the **AGENT AUTHORIZATION FORM** other legal instrument authorizing the applicant to sign and obtain the Building Permit.
2. **CONSTRUCTION DOCUMENTS** – Construction documents and a schedule for demolition must be submitted when required by the code enforcement official. Where such information is required, no work shall be done until such construction documents or schedule, or both are approved.
3. **PREDESTRIAN PROTECTION** – The work of demolishing any building shall not be commenced until pedestrian protection is in place.
4. **VACANT LOT**- Where a structure has been demolished or removed, the vacant lot shall be filled and maintained to the existing grade or in accordance with the ordinances of the jurisdiction having authority.
5. **UTILITY CONNECTIONS**- Service utility connections shall be discontinued and capped in accordance with the approved rules and the requirements of the authority having jurisdiction.
6. **WORKERS' COMPENSATION and EMPLOYEE LIABILITY** – Proof of insurance must be submitted from the contractor at the time of application. **ACORD FORMS** are not acceptable as proof of insurance.
 - Contractor with The State Insurance Fund must submit form U26.3 and DB-120.1.
 - Contractor with Private Insurance must submit form C-105.2 and DB-120.1.
 - Contractor who is self insured must submit form SI-12 or GSI-105.2 and DB-155.
 - Contractors who are exempt from Workers' Compensation must submit form CE-200.
 - An owner applying for the permit who occupies the residence may submit form BP-1 affidavit.

Certification letter from New York State Gas & Electric (NYSEG) that all utilities have been disconnected for compliance.

All Applicants Please Note

- **SCHEDULE PRE-SITE INSPECTION with this Office before work begins**
- **PROVIDE the Building Department with all RECEIPTS FOR REMOVAL from appropriate carter and/or transfer station for the proper disposal of all material.**
- **SCHEDULE FINAL INSPECTION by Code Official for compliance of removal.**