

Street opening General requirements

1. Application fee must be paid at the time application is filed.
2. All fees are non-refundable.
3. All blanks on the application are to be filled in. If an item is “not-applicable” note as N/A. Leave no blanks. Please PRINT***
4. All applications are subject to Village approval.
5. The Permit must be prominently displayed and readily available for review by any Village designated employee.

Street Opening Repairs

Street Opening permit required documents

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

1. Driveway & Curb Cut application (portal)
2. Contractors Insurance Certificates.
3. Returnable Bond \$1,000. Minimum.



INC. VILLAGE OF LAKE SUCCESS

318 Lakeville Road
Great Neck, NY 11020
(516) 482-4411

soffice@villageoflakesuccess.com

STREET OPENING APPLICATION

(enter all that applies)

TYPE OF WORK	<input type="checkbox"/> WATER CONNECTION	<input type="checkbox"/> GAS CONNECTION	<input type="checkbox"/> OTHER _____
	<input type="checkbox"/> SEWER CONNECTION	<input type="checkbox"/> CURB CUT	

LOCATION:
 Name of street _____ in pavement in shoulder
 House number or distance from _____
 Name of owner if for the benefit of private property _____

DESCRIPTION:
 Dimensions-proposed* _____; final** _____
 Area of opening-proposed* _____ Sq. yds. final** _____ Sq. yds.

* These dimensions to be 1 foot longer and wider than actual hole to allow for shelf cutback, if in pavement.
 ** Final dimensions to be verified by Inspector; *do not fill out when applying.*
 Upon receipt of \$200.00 per sq. ft. (minimum \$1,000.00) deposit and \$350.00 fee by the Village of Lake Success, this street opening permit is hereby granted on behalf of the Board of Trustees for the express purpose and location stated above.

APPLICANT INFORMATION

COMPANY NAME: _____

FIRST NAME: _____ LAST NAME: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE NUMBER: _____ CELL PHONE NUMBER: _____

EMAIL ADDRESS: _____

---OFFICIAL USE ONLY---

Building Inspector: _____ Date: _____

DPW Superintendent: _____ Date: _____

INSTRUCTIONS FOR STREET OPENING AND CURB CUT REPAIRS

In accordance with Chapter III, Section 8 of the revised general ordinances of the Village of Lake Success, the following are the specifications for repair of the street openings and curb cuts in roads and curbs and gutters:

1. REPAIR OF STREET OPENINGS:

A. No person shall excavate, break, alter or disturb the grade, paving or curbing of any street, highway or public place within the village limits, or excavate or construct any sidewalk, unless such person shall first obtain a permit limiting the area and location and duration of such excavation, alteration or disturbance. Any such person is required to make a temporary closing of all street openings, using suitable material which will permit a hardtop over the opening, the temporary closing to be maintained flush with grade by the contractor for a period not to exceed six months, the date to be determined by the Village Inspector. At all times while any opening in any portion of the village property remains unclosed and unattended, such opening shall be protected by suitable barricades and, from dusk until dawn, by warning lights, all to the satisfaction of the Village Inspector.

B. On notification by the village, such persons shall comply fully with all specifications attached to the permit and replace the temporary closing with permanent paving at his sole expense. Notwithstanding the above, all restoration of utility cuts or road openings on any village road or street shall include curb to curb resurfacing. The road resurfacing shall include the entire road surface to the stop lines of the nearest street intersections on both sides of the patch.

C. Specifications for restoration, closing, maintenance and paving shall be formulated by the Supt. Dept. of Public Works or the Building Inspector in such a manner as to ensure that suitable materials are used and that the work is performed in a safe and workmanlike manner.

D. Specifications shall include the following: [Added 6-12-2000 by L.L. No. 5-2000]

(1) Resurfacing shall consist of a one-inch thickness of Nassau County Type 1A top coarse constructed pursuant to New York

State Department of Transportation Standard Specifications of 1995, as amended.

(2) Prior to any resurfacing, milling will be required at curb lines, catch basins, electric vaults and traffic magnetometers.

(3) All other castings and appurtenances on the affected road surfaces shall be raised and adjusted to meet the new paving grades. These shall include sanitary sewers, drainage, electric and telephone manholes as well as all water and gas valve box castings.

(4) Immediately prior to resurfacing, a tack coat shall be applied to the existing road surface pursuant to New York State Department of Transportation specifications.

(5) Immediately after resurfacing, all pavement markings shall be restored with thermoplastic markings conforming with Item 697 of the New York State Department of Transportation specifications.

E. Each application for a permit pursuant to this article shall be accompanied by a deposit in the form of a certified check or a satisfactory bond in such sum as shall be determined by the Board of Trustees to guarantee proper and complete restoration of disturbed earth and pavement and that the temporary closing and permanent pavement shall be satisfactorily maintained and completed. [Amended 6-12-2000 by L.L. No. 5-2000]

REPAIR OF CURB CUTS:

Concrete curbs shall be cut carefully by an electric or pneumatic drill in such a manner as to make an even line parallel to, and at least one (1) inch higher than, the flow line of the gutter, with the broken top surface as uniform as possible. If any damage or cracking is caused to the rest of the concrete slab, in the opinion of the Inspector, the entire slab must be replaced. The broken top surface of the curb must be sealed with liquid asphalt and covered with at least 1 2 inches compacted thickness of approved asphalt concrete (macadam), or other suitable material approved by the Inspector. All work shall be finished off neatly before final approval.

All materials and work for Street Opening and Curb Cut repairs shall conform to Nassau County Department of Public Works Standard Specifications.

INSPECTION:

All work must be inspected as it is being installed. The Superintendent of Public Works (DPW) may be reached by telephone at 482-2559. If the DPW is not notified at least 24 hours in advance of any repair work, he is authorized to require its removal in order to determine whether it conforms to specifications. Correspondence shall be addressed to the Village Office, 318 Lakeville Road, Lake Success, New York. The Inspector's decisions shall be final in all cases, and his approval is required before acceptance by the Village and refund of deposit.

DEPOSIT REFUND:

Upon completion and approval of repair work full refund will be made by check, if all repair work has been satisfactorily completed.



INC. VILLAGE OF LAKE SUCCESS
318 Lakeville Road
Great Neck, NY 11020
(516) 482-4411
soffice@villageoflakesuccess.com

INSURANCE REQUIREMENTS FOR ALL APPLICATIONS

1. If work is being performed by a contractor, the contractor must provide insurance indemnifying the Village and must provide the following: (See Insurance Requirements for Construction Operations for monetary requirements)
 - A. New York State Worker's Compensation Form C-105.2 (9/15), or U-26.3 If Exemption is applicable then utilize form CE-200 (12/08) and copy of home owner's insurance declaration page is required.
 - B. Certificate of Insurance Coverage under the NYS Disability and Paid Family Leave Benefits Law; form DB-120.1
 - C. Certificate of Liability Insurance (Accord). Please note the Accord form shall ONLY be accepted for Liability insurance. NO other type of insurance is acceptable on ACCORD form.

2. Under Certificate Holder for **ALL** insurances, it should state the following:

Village of Lake Success
318 Lakeville Road
Great Neck, NY 11020

3. Under additional insured, should state the following:

"The Village of Lake Success is listed as additional insured"

4. For demolition: NYS WORKERS' COMPENSATION FORM MUST BE "SITE SPECIFIC".



INC. VILLAGE OF LAKE SUCCESS
318 Lakeville Road
Great Neck, NY 11020
(516) 482-4411
[Isoffice@villageoflakesuccess.com](mailto: Isoffice@villageoflakesuccess.com)

INSURANCE REQUIREMENTS FOR CONSTRUCTION OPERATIONS

Workers Compensation Coverage

Extensions

Notice of Cancellation
Evidence

Disability (DB-120)

Notice of Cancellation
Evidence

Comprehensive Liability

Coverage
Limits

Notice of Cancellation
Additional Insured

volunteers

Evidence
additional

Owners Protective

Coverage
Limits
Premium Payment
Policy Period

Notice of Cancellation
Evidence

Statutory

Voluntary compensation
All states, coverage employers
Employee's liability-unlimited
30 Days
Certificate of Insurance

30 Days
Certificate of Insurance

Occurrence-1988 ISO or equivalent
General Aggregate \$2,000,000.00
Products- Com/Ops/Aggregate
\$1,000,000.00 Pers. & Advert. Injury
\$1,000,000.00
Each Occurrence \$1,000,000.00
Fire Damage (any one fire) \$ 50,000.00
Medical Exp. (any one person) \$ 5,000.00
30 Days
Inc. Village of Lake Success, all elected and
appointed officials, employees and

using ISO Form CG2010 (B) or equivalent.
Certificate of insurance and copy of
insured endorsement

Occurrence
Minimum limit-\$1,000,000.00 CSL
Responsibility of Contractor
Start of project and until project is
accepted as completed by owner

30 Days
1) Certificate of Insurance
2) Copy of Binder
3) Copy of original policy to be delivered
within 45 days of start of project