



**VILLAGE OF MAMARONECK**  
**BUILDING DEPARTMENT**

169 Mt. Pleasant Avenue,  
Mamaroneck, NY 10543

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[www.village.mamaroneck.ny.us/building-department](http://www.village.mamaroneck.ny.us/building-department)

## **Requirements for Filing a Demolition Permit Application**

- A complete Demolition application will include the following:
  - A Building Permit
  - An Application Fee of \$100 and Permit Fee of \$20 per \$1000 cost of the work for Residential Properties, or an Application Fee of \$200 and a Permit Fee of \$35 per \$1000 cost of work for Commercial Properties.
  - Photographs showing the property and structure upon submittal of application
  - Provide documentation with the dates of disconnect for all utilities, including:
    1. Gas Disconnect
    2. Electricity Disconnect
    3. Water Disconnect
    4. Sewer Disconnect
  - Asbestos removal certification
  - Updated Site Survey which locates all utilities and catch basins
  - Pest/Rodent Control Report
  - Site Plan locating temporary fencing, gates, and driveway
    - Provide detailed construction safeguard measures on the drawing
- Once the information listed above is received, your Demo Permit will be processed. Upon the issuance of the Demo Permit, the following must be done:
  - Temporary Fencing
    - Erect and install a 6-foot metal fence secure in fashion that has a lockable gate at the entrance. (Screening may be required by the Building Department)
  - Provide a sign on the property that lists the names, addresses, and phone numbers of the owner and contractor with Westchester County license number
  - Install a temporary driveway composed of trap rock or item 4 material, or utilize the existing driveway, extending it at least 20 feet from the roadway. This extension aims to minimize the migration of soil, mud, dust, and liquids from the property onto the public right-of-way.
  - Provide a silt fence as per Westchester County Best Management Practices
  - Pest Control Certification, building must be baited and trapped 2 days prior to demolition.
  - Notify the Building Department (914-777-7731) 2 days prior to demolition in order to schedule a Pre Demo Inspection of the project
  - Notify the Fire Department (914-825-8701) and Police Department (914-777-1122) prior to demolition.
  - Clean up all soil and debris from public right-of-way on a daily basis
  - Photographs upon completion of demolition.