



VILLAGE OF PLANDOME MANOR

55 Manhasset Avenue, Manhasset, NY 11030

Tel. (516) 627-3701 • Fax (516) 627-7067 • clerk@plandomemanor.ny.gov

REQUIREMENTS FOR A LANDSCAPER PERMIT

****Please be advised that the Village of Plandome Manor requires all landscaper companies to have a permit from the village.****

1. Application for landscaper permit.
2. Submit a copy of the following documents accompanying the application:
 - a. Insurance certificates:
 - i. Liability insurance with the Village of Plandome Manor listed as both the certificate holder and additionally insured.
 - ii. Worker's Compensation
 - iii. Disability
 - b. Nassau County Consumer Affairs License or a Contractor's License in Nassau County.
 - c. Dumping License (or in absence of one, a prior invoice from your dumping location)
 - d. Driver's Licenses for all individuals operating a vehicle
 - e. Registration for all vehicles
3. Permit Fees:
 - a. First vehicle - \$50
 - b. Each additional vehicle - \$15
4. Once approved, permits must be affixed to the rear of the vehicle, in plain sight.

***Please note the following:**

- Permits are **valid for one year**.
- Applications and documentation can be submitted by mail or in person at 55 Manhasset Avenue, Manhasset, NY 11030.
- **Incomplete applications will not be accepted.**
- **All documentation is required at the time of submission.**

MAYOR
Barbara C. Donno

TRUSTEES
Matthew Clinton
Tony DeSousa
Patricia O'Neill, RA, AIA
James Baydar, Esq.

BUILDING INSPECTOR
Edward P. Buti, RA, AIA

CODE ENFORCEMENT OFFICER
Jack Mancusi

VILLAGE CLERK
Katherine Hannon

VILLAGE ATTORNEY
John Farrell, Esq.

VILLAGE TREASURER
Marie DePalo



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**LANDSCAPER
 PERMIT APPLICATION**

Annual Licenses run from January 1 through December 31

PERMIT #(S): _____

FEE PD. _____ DATE: _____

CASH/CK #. _____

Company Name: _____

Principal/Owner: _____

Address: _____

Phone: _____ Email: _____

Dump Location: _____

Dump Lic. #: _____ Expiration: _____

FEE: \$50 for 1st vehicle & \$15 each additional vehicle per year

VEHICLE1- PLATE # _____ MAKE _____ YEAR _____

VEHICLE2- PLATE # _____ MAKE _____ YEAR _____

VEHICLE3- PLATE # _____ MAKE _____ YEAR _____

VEHICLE4- PLATE # _____ MAKE _____ YEAR _____

NO APPLICATION MAY BE ACCEPTED WITHOUT COPIES OF THE FOLLOWING:

If any of the below expire by the end of the current month, the Village may request the renewal documentation before issuance of a permit.

- Insurance Certificates (Liability & Worker's Comp/Disability)
- Nassau County Consumer Affairs or Contractor's License
- Dumping License (or in absence of one, a prior invoice from your dumping location)
- Driver's Licenses for all individuals operating a vehicle
- Registration for all vehicles

I have read Chapter 140, "Landscapers" of the Village of Plandome Manor Village Code and agree to abide by the provisions thereof, and the following rules & regulations of the Village of Plandome Manor:

- WORK IS PERMITTED MONDAY – FRIDAY, 8:00AM-5PM AND SATURDAYS, 8AM-12PM. NO WORK IS PERMITTED ON SUNDAYS OR FEDERAL HOLIDAYS.
- LEAVES, YARD WASTE, & GARBAGE MAY NOT BE BLOWN ONTO PUBLIC STREET, ROADS, OR PROPERTY WITHOUT REMOVAL & CLEANING IMMEDIATELY.

- LEAVES, YARD WASTE, & GARBAGE MAY NOT ENTER ANY STORM DRAINS.
- NO PERSON SHALL APPLY PRESTICIDES AND INSECTICIDES, UNLESS THEY HAVE IN THEIR POSESSION, THEIR CERTIFICATE ISSUED BY THE NYS DEPARTMENT OF ENVIORNMENTAL CONTROL.
- PESTICIDES AND INSECTICIDES APPLIED BY ENGINE-POWERED SPRAYING OR DUSTING DEVICES ARE NOT ALLOWED TO TAKE PLACE PRIOR TO 8:00AM ON ANY DAY THAT LANDSCAPING WORK IS PERMITTED.
- SPILLING OR DUMPONG OIL, GASOLINE, OR OTHER PETROLEUM PRODUCTS OR PESTICIDES ON PUBLIC STREETS, ROADS, HIGHWAYS, OR RIGHT-OF-WAY ON THE GROUND IS PROHIBITED.
- **THERE IS NO DUMPING ALLOWED ON VILLAGE STREETS OR VILLAGE PARKLAND.**
- NO EQUIPMENT SHALL BE FILLED OR REFILLED EXCEPT OVER A DROP CLOTH OR OTHER DEVICE DESIGNED TO CATCH AND RETAIN ANY ACCIDENTAL SPILLAGE.
- THE REMOVAL OF ANYT TREES MUST SATISFY VILLAGE TREE REMOVAL PERMIT AND OTHER REQUIREMENTS UNDER VILLAGE CODE CHAPTER 206.
- EVERY GROUNDSKEEPER VEHICLE USED IN THE VILLAGE MUST HAVE VILLAGE OF PLANDOMEMANOR REGISTRATION DECAL ON THE LEFT FRONT FENDER AND ON THE LEFT REAR FENDER OF ANY TRAILER.

Permit decal stickers may be picked up the Village Clerk's Office, 55 Manhasset Avenue, Manhasset, NY 11030 during regular business hours.

VIOLATION OF ANY OF THE RULES AND REGULATIONS MAY RESULT IN SUSPENSION OR FORFEITURE OF PERMIT AS WELL AS FINES

STATE OF NEW YORK
COUNTY OF NASSAU:

_____ being duly sworn, deposes and says he is the principal/agent described in the foregoing application and that the statements contained herein are true to the best of his knowledge and belief.

Signature of Applicant

Sworn to me this _____ day of _____, 20____

NOTARY PUBLIC