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Chapter 180

Landmarks Preservation

[HISTORY: Adopted by the City Council of the City of Glen Cove 8-25-1981 by L.L. No. 1-1981 as Ch. 38 of the 1981 Code. Amendments noted where applicable.]

Article I

General Provisions

§ 180-1 Title.

This chapter shall be known and may be cited as the "Landmarks Preservation Ordinance of the City of Glen Cove, New York."

§ 180-2 Declaration of purpose and policy.

A. The City Council of the City of Glen Cove hereby finds:

- (1) That there exists in the City of Glen Cove places, sites, structures and buildings of special historic significance or which by reason of famous events or the antiquity or uniqueness of architectural construction and design are of particular significance to the education, culture, tradition and economic values of the City.
 - (2) That the conservation, protection and preservation of such places, sites, structures and buildings is a public necessity in harmony with the Comprehensive City Plan and bears a substantial relation to the public health, safety and general welfare.
 - (3) That a number of historic buildings and sites have been demolished or significantly altered without affording the City government, interested persons or historical organizations an opportunity to acquire or arrange for the protection or preservation of such buildings or sites. Such demolitions or alterations have a detrimental effect on cultural, historic and economic values in the City.
- B. The City Council hereby declares that the purpose of this chapter is to conserve, protect and preserve, landmarks, sites, structures, buildings, and historic districts in order to promote the cultural, economic and general welfare of the public. **[Amended 3-22-2022]**

Article II

Terminology

§ 180-3 Definitions.

As used in this chapter, unless the context or subject matter otherwise requires, the following definitions shall have the following meanings:

ALTERATION

Any act or process which changes one or more of the exterior architectural features of a structure designated as a landmark or any structure or building in an historic district.

BUILDING or STRUCTURE

Any combination of materials forming any construction other than a boundary wall or fence; the term "building" shall include the term "structure."

DIRECTOR OF THE BUILDING DEPARTMENT

The Director of the Building Department of the City of Glen Cove (DBD).

[Added 3-22-2022]

EXTERIOR ARCHITECTURAL FEATURES

The architectural style, design, general arrangement and components of all of the outer surfaces of any building or structure, including but not limited to the kind, color and texture of the building material and the type and style of all windows, doors, lights, signs and other fixtures appurtenant to said building or structure.

HISTORIC DISTRICT

Any area which contains places, sites, structures or buildings which have a special character and ambiance or historical value or aesthetic interest and/or which represent one or more periods or styles of architecture of an era of history and which cause such area to constitute a distinct section of the City.

INTERIOR LANDMARK

The interior of a property which has special or aesthetic interest or value as part of the development, heritage or cultural characteristics the City.

LANDMARK

Any place, structure or building that has been designated as a landmark by the City Landmarks Preservation Commission, pursuant to procedures provided within this article, that is worthy of preservation, restoration or rehabilitation of historical value or aesthetic interest by reason of its antiquity or uniqueness of architectural design or as part of the development, heritage or cultural characteristics of the City, county, state or nation.

[Amended 3-22-2022]

LANDMARK AND HISTORIC DISTRICT MAP

A map to be prepared and maintained by the Building Department identifying the location of all landmarks, landmark sites and historic districts.

LANDMARK SITE

A parcel or part thereof on which is situated a landmark, and any abutting parcel or part thereof constituting part of the premises on which the landmark is situated.

PROTECTED STRUCTURE

Any place, structure or building, which because of its historical value or aesthetic interest by reason of its antiquity or uniqueness of architectural design or as part of the development, heritage or cultural characteristics of the City, county, state or nation, is being considered for landmark designation.

[Added 12-26-1990; amended 3-22-2022]

SCENIC LANDMARK

Scenic landmarks encompass structures that are not buildings; for example bridges, piers, parks, cemeteries, sidewalks, clocks and trees.

STYLES OF ARCHITECTURE

A style recognized by one of the following:

- A. The National Register of Historic Places.

- B. Historic American Buildings Survey.
- C. Historic American Engineering Record, United States Department of the Interior, National Park Service.
- D. Division for Historic Preservation, New York State Office of Parks and Recreation.
- E. Nassau County Museum.
- F. National Trust for Historic Preservation.
- G. Society of Architectural Historians.

Article III Landmarks Preservation Commission

[Amended 5-8-1990]

§ 180-4 Creation of the Landmarks Preservation Commission.

- A. There is hereby created a commission to be known as the "Glen Cove Landmarks Preservation Commission."
- B. The Commission shall consist of five members to be appointed by the Mayor with the consent of four members of the City Council, in conformance with the Code of Federal Regulations, 36 CFR Part 61, Appendix A. **[Amended 6-26-1990; 12-13-1994; 3-22-2022]**
- C. Among the membership, to the extent available in the community, there shall be the following: **[Amended 12-13-1994; 5-27-1997; 3-22-2022]**
 - (1) At least one shall be a registered New York State architect.
 - (2) At least one shall be an architectural historian.
 - (3) At least one shall be an historian.
 - (4) A member of the City Planning Board.
 - (5) The City Historian.
- D. If membership vacancies cannot be filled in conformance with the professional qualification standards as stipulated in the Code of Federal Regulations, 36 CFR Part 61, Appendix A, appointments to the Commission shall then be limited to candidates who have demonstrated significant interest in, and commitment to, the field of historic preservation evidenced either by involvement in a local historic preservation group, employment or volunteer activity in the field of historic preservation or other serious interest in the field.

§ 180-5 Terms of office.

- A. Commission members shall serve for a term of three years, except for the initial term of one member who shall serve for one year, two members who shall serve for two years and two members who shall serve for three years. Members may serve for more than one term, and each member shall serve until the appointment of a successor. **[Amended 3-22-2022]**
- B. The members of the Commission shall serve without compensation, but shall be reimbursed for expenses necessarily incurred in the performance of their duties.

§ 180-6 Procedure for filling of vacancies.

Candidates for the Landmarks Preservation Commission shall be recruited to meet the minimum professional qualifications as described and mandated by the Code of Federal Regulations, 36 CFR Part 61, Appendix A, in the following manner:

- A. Timing. In the case of a vacancy occurring before the expiration of a term, the Mayor shall act as quickly as possible to fill the unexpired term.
- B. Public announcement. An announcement shall be prepared describing the responsibilities, qualifications, term of office and directions on whom to contact for further information.
- C. Member qualifications. Demonstrate interest, competence or knowledge of historic preservation and particular professional training and experience in the disciplines of history, architectural history, architecture, historic architecture and prehistoric/historic archaeology.
- D. Publicizing the announcement. The announcement should be advertised in the local official paper, posted at the public library and City Hall and on the City's website. Notice should also be sent to local historical and preservation organizations, the local chapter of the AIA and local institutions of secondary and higher education. **[Amended 3-22-2022]**
- E. Appointments. In selecting among the nominees, the Mayor shall weigh the qualifications and expertise of the nominees and of the current Landmarks Preservation Commission members with the aim of appointing professionals to represent all historic preservation disciplines, if possible.
- F. In the event of a vacancy occurring during the term of a member of the Landmarks Preservation Commission, the Mayor, as provided above, shall make an appointment to complete the unexpired term of such member, and where such member is required to have special qualifications, such vacancy shall be filled by appointment in the manner herein prescribed with a person having the same qualifications.

§ 180-7 Officers.

[Amended 3-22-2022]

The Mayor shall designate one of the members of the Landmarks Preservation Commission to serve as Chairperson. The remaining four members of the Commission may elect a Vice Chairperson from among their fellow members.

§ 180-8 Meetings.

[Amended 3-22-2022]

The Commission shall meet as circumstances may require but no less than **four times** a year. Meetings may be held at any time upon written request of any two Commission members or upon the call of the Chairperson or the Mayor.

§ 180-9 Quorum.

[Amended 6-26-1990; 12-13-1994; 3-22-2022]

At least three members of the Commission shall constitute a quorum for the transaction of its business or the performance of its functions. The concurring vote of three members of the Commission shall be necessary for the adoption of any recommendations or other acts of the Landmarks Preservation Commission.

~~**§ 180-10 Powers and duties of Commission.**~~

~~The Landmarks Preservation Commission shall have the powers and duties granted herein.~~

- ~~A.—Employment of staff and professional consultants as necessary to carry out the duties of the Commission. Any contract agreement to retain such consultants which involves the expenditure of City funds shall be subject to the approval of the City Council. **[Amended 6-26-1990]**~~
- ~~B.—Promulgation of rules and regulation as necessary for the conduct of its business.~~
- ~~C.—To provide advice and guidance to property owners and government agencies concerning historie~~

preservation issues.

- ~~D. Adoption of criteria for the identification of significant historic, architectural and cultural parks and for the delineation of historic districts.~~
- ~~E. Conduct surveys of significant historic, architectural and cultural landmarks and historic districts within the City of Glen Cove.~~
- ~~F. Recommendations to the City government of identified structures or resources as landmarks and historic districts.~~
- ~~G. Acceptance on behalf of the City government of the donation of facade easements and development rights; the making of recommendations to the City government concerning the acquisition of facade easements or other interests in real property as necessary to carry out the purpose of the Commission.~~
- ~~H. Increase public awareness of the value of historic, cultural and architectural preservation by developing and participation in public education programs.~~
- ~~I. Make recommendations to the City government concerning the utilization of state, federal, county or private funds to promote the preservation of landmarks and historic districts within the City.~~
- ~~J. Recommend acquisition of a landmark structure by the City government where its preservation is essential to the purpose of this chapter and where private preservation is not feasible.~~

§ 180-10 Powers and duties of Commission.

The Landmarks Preservation Commission shall have the powers and duties granted herein.

- A. Recommend to the City Council landmark and historic district designations to be adopted by local law and, from time to time, changes to such designations.
- B. Evaluate applications for a certificate of appropriateness proposing exterior changes to a designated landmark or property within a designated historic district and approve, approve with modifications or deny such applications.
- C. Evaluate applications for a certificate of economic hardship and certificates of appropriateness for demolition, removal or relocation of landmarks and approve, approve with modifications or deny such applications.
- D. Evaluate applications for ordinary maintenance and repair of historic resources, properties or landmarks, and approve, approve with modifications or deny such applications.
- E. Employment of staff and professional consultants as necessary to carry out the duties of the Commission. Any contract agreement to retain such consultants which involves the expenditure of city funds shall be subject to the approval of the City Council. [Amended 6-26-1990]
- F. Promulgation of rules and regulations as necessary for the conduct of its business.
- G. To provide advice and guidance to property owners and government agencies concerning historic preservation issues.
- H. Adoption of criteria for the identification of significant historic, architectural and cultural parks and for the delineation of historic districts.
- I. Conduct surveys of significant historic, architectural and cultural landmarks and historic districts

within the City of Glen Cove.

- J. Recommend to the City Council acceptance of donations of facade easements and development rights or other interests in real property as necessary to carry out the purpose of the Commission.
- K. Increase public awareness of the value of historic, cultural and architectural preservation by developing and participating in public education programs.
- L. Make recommendations to the City Council concerning the utilization of state, federal, county or private funds to promote the preservation of landmarks and historic districts within the city.
- M. Recommend acquisition of a landmark structure by the City Council where its preservation is essential to the purpose of this chapter and where private preservation is not feasible.

§180-11 Criteria for Recommendation of Landmarks or Historic Districts

The Commission shall delineate landmarks or historic districts and recommend them to the City Council under local law. The Commission shall utilize the following criteria in determining whether to recommend designation by the City Council:

- A. Individual Landmark: The commission may recommend an individual property as an individual landmark if it:
 - 1. Exemplifies or possesses special character, or historic or aesthetic interest of value as part of the political, economic or social history of the City;
 - 2. Is identified with persons or events significant in local, state or national history;
 - 3. Embodies the distinguishing characteristics of a type, period or method of construction or design style, or is valuable example of the use of indigenous materials or craftsmanship; or is representative of the work of a designer, architect or builder;
 - 4. Represents an established and familiar visual feature of the community by virtue of its unique location or singular physical characteristic, represents an established and familiar feature of the community;
 - 5. Has yielded or may be likely to yield information important in prehistory or history.
- B. Historic District: The commission may recommend a group of properties within the City as a historic district if a majority of properties therein:
 - 1. Contain properties which meet one or more of the criteria for designation as a landmark and which may have within its boundaries other properties or structures that, while not of such historic and/or architectural significance to be designated as landmarks, nevertheless contribute to the overall visual characteristics of the landmark or landmarks located within the historic district; and
 - 2. Constitute a unique section of the City by reason of possessing those qualities that would satisfy such criteria.
- C. Interior Landmark: The commission may recommend the interior of a property as an interior landmark if such interior has special historical or aesthetic interest or value as part of the development, heritage or cultural characteristics of the city, state or nation and:

1. It is customarily open or accessible to the public; or
2. It is an interior into which the public is customarily invited.

D. Scenic Landmark: The commission may recommend a landscape feature or group of features. Recommendations for designation must be accompanied by such historical and architectural information as is required by the Commission to make an informed recommendation concerning the application, together with any fee set by the City Council. The boundaries of each landmark or historic district shall be specified in detail with reference to the tax map identification number and shall be filed, in writing, in the City Clerk's office and there made available for review by the public.

E. Ordinarily, properties that have achieved significance within the past fifty (50) years are not considered eligible for designation under this landmarks preservation local law or local law adopted by the City Council. However, such properties will qualify if they are:

1. Integral parts of historic districts that meet the criteria for designation; or
2. If they are properties of exceptional importance.

Article IV Procedures for Designation

[Amended 6-14-1988; 5-27-1997; 3-22-2022]

§ 180-~~11~~12 Application; designation by Commission.

Any person may request the designation of a landmark, landmark site or historic district by submitting to the Landmarks Preservation Commission an application for such designation on a form furnished by the Landmarks Preservation Commission. The Landmarks Preservation Commission may initiate proceedings for the designation of a landmark, landmark site or historic district.

~~§ 180-12 Notice of application.~~

~~In the event the Landmarks Preservation Commission decides to entertain an application for designation, notice that such application is being entertained by the Commission shall be given by the applicant or, if the Commission has initiated designation proceedings on its own motion, notice of such shall be given by the Commission to the owner of the parcel on which the proposed landmark is located or owners of parcels located within the proposed historic district. Notice shall be given by certified mail, return receipt requested. Notice shall also be given to the owners of all property located contiguous with the exterior boundary lines of the subject parcel(s) by first class mail. Said owner or owners shall have the right to be heard by the Landmarks Preservation Commission prior to final action on the application by said Commission. The Commission may also, at its discretion, call a public hearing to receive comments concerning the subject application. Notice of such hearing shall appear at least once in a newspaper of general circulation in the City not less than five days prior to said hearing.~~

§ 180-13 Notice of Application and Hearing Requirements for Proposed Designation.

[Amended 6-14-1988; 5-27-1997]

- A. Designation of an individual landmark or historic district may be proposed by the Commission, by the owner of the property or by any resident of the City.
- B. In the event the Landmarks Preservation Commission decides to entertain an application for designation, notice that such application is being entertained by the Commission shall be given by the applicant or, if the Commission has initiated designation proceedings on its own, notice of such shall be given by the Commission to the owner of the parcel on which the proposed landmark is located or owners of parcels located within the proposed Historic District. Notice shall be given by certified mail, return receipt requested. Notice shall also be given to the owners of all property located

contiguous with the exterior boundary lines of the subject parcel(s) by first-class mail.

- C. Said owner or owners shall have the right to be heard by the Landmarks Preservation Commission prior to final action on the application by the Commission. The Commission may also, at its discretion, call a public hearing to receive comments concerning the subject application. Notice of such hearing shall appear at least once in the newspaper designated for legal notices in the city not less than five days prior to said hearing.

§ 180-13 Action by Commission; time limit.

~~The Landmarks Preservation Commission shall either recommend approval or disapproval of an application within 30 days after completion of all proceedings before the Landmarks Preservation Commission. Any recommendation for approval of the application may include modifications the Commission considers appropriate and beneficial to the purposes of this article. The Commission's recommendation shall immediately be filed with the City Council, and notice of such recommendation shall be mailed by the City Clerk to the owners of the subject property, the City Planning Board and the Zoning Board of Appeals.~~

§ 180-14 Action by Commission; Time Limit.

In accordance with regulations provided for in this Article, the Commission shall either recommend approval or disapproval of an application for landmark designation or for designation of a historic district and approve or deny any other application provided for in this Chapter, within 30 days after completion of all proceedings before the Commission. Any recommendation for approval of a landmark or historic district designation application may include modifications the Commission considers appropriate and beneficial to the purposes of this Article. The Commission's recommendation shall immediately be filed with the City Council and notice of such recommendation shall be mailed by the City Clerk to the owners of the subject property, the City Planning Board and the Zoning Board of Appeals.

§ 180-14 Disapproval by Commission; procedure.

~~If the Landmarks Preservation Commission recommends disapproval of the application, the proceedings regarding the proposed historic district, landmark or landmark site shall terminate. No application shall be renewed for a period of one year from the date of initial filing. The Commission's recommendation shall immediately be filed with the City Council, and notice of such recommendation shall be mailed by the City Clerk to the owners of the subject property, the City Planning Board and the Zoning Board of Appeals.~~

§ 180-15 Refusal to Recommend Landmark Status; procedure.

If the Landmarks Preservation Commission recommends disapproval of any application for landmark or historic district designation, the proceedings regarding the proposed historic district, landmark or landmark site shall terminate. No application shall be renewed for a period of one year from the date of initial filing. The Commission's recommendation shall immediately be filed with the City Council and notice of such recommendation shall be mailed by the City Clerk to the owners of the subject property, the City Planning Board and the Zoning Board of Appeals.

§ 180-15 Approval by Commission; action by City Council.

- A. ~~Time limit for Council action; vote required. If the Landmark Preservation Commission recommends the approval of a designation, the City Council shall act to approve or disapprove said designation within 30 days of receipt of the Commission's recommendation. A vote of at least four members of the City Council shall be necessary to designate an historic district, landmark or landmark site.~~

B. ~~Public hearing before Council; public notice; time limits. The City Council may, in its discretion, call a public hearing on all recommendations from the Commission to approve applications for historic district, landmark or landmark site designation. Such hearing, if called, shall occur within 30 days of receipt of the decision of the Landmarks Preservation Commission. Such hearing shall be advertised at least once in a newspaper of general circulation in the City not less than five days prior to such hearing, and notice thereof shall be served by mail, postmarked at least 14 days prior to the day of the public hearing, upon the owner or owners of the proposed landmark or landmark site or the owners of the properties within the proposed historic district as shown by the current tax rolls of the City and upon the owner or owners of all property located within 500 feet of the exterior boundary lines of the subject place, site, structure or historic district. The City Council shall act to approve or disapprove the designation within 45 days of the public hearing.~~

§ 180-16 Recommendation by Commission; Action by City Council.

A. Time limit for Council action; vote required. If the Landmark Preservation Commission recommends the approval for a historic district, landmark or landmark site designation, the City Council shall, within 60 days of said recommendation, call a public hearing to consider approval of the application. Such hearing shall be advertised at least once in the newspaper designated for publication of legal notices not less than five days prior to such hearing, and notice thereof shall be served by mail, postmarked at least 14 days prior to the day of the public hearing, upon the owner or owners of the proposed landmark or landmark site or the owners of the properties within the proposed historic district as shown by the current tax rolls of the city and upon the owner or owners of all property located within 500 feet of the exterior boundary lines of the subject place, site, structure or historic district. The City Council shall act to approve or disapprove the designation within 45 days of the closing of the public hearing. A vote of at least four members of the City Council shall be necessary to designate a historic district, landmark or landmark site.

B. Criteria to Be Used to Review Application for Landmark or Historic District Designation. The City Council shall utilize the same criteria applicable to the Landmarks Preservation Commission set forth in §180-11, when determining whether to grant a historic district, landmark or landmark site designation.

§ 180-16 Final action by Council; required notices.

~~When the City Council approves or disapproves an application, the Director of the Building Department, the Landmarks Preservation Commission and the owner or owners of the subject property shall be notified in writing by the City Clerk. If the City Council approves an application, the City Clerk shall also notify the City Assessor.~~

§ 180-17 Final action by Council; required notices.

When the City Council approves or disapproves a historic district, landmark or landmark site application, the Director of the Building Department, the Landmarks Preservation Commission and the owner or owners of the subject property shall be notified in writing by the City Clerk. If the City Council approves an application, the City Clerk shall also notify the City Assessor.

Article V

Restrictions on Issuing Building Permits for Proposed Landmarks

§180-17 Time restriction; compliance with chapter.

A. ~~Upon receipt of notice that the Landmarks Preservation Commission is considering a place, site, structure or building for designation as a landmark or landmark site or as part of an historic district, the Building Department shall not issue any permit for the demolition, alteration or improvement of~~

~~said place, site, structure or building for a period of 105 days unless prior to the expiration of said period there is a final determination by the City Council that said place, site, structure or building has not been designated as a landmark or landmark site or as part of an historic district. If within said period the City Council designates the property in question as a landmark or landmark site, or as part of an historic district, no building permit shall be issued except pursuant to Article VI, Regulation of Designated Landmarks, of this chapter. [Amended 3-22-2022]~~

- B. ~~If a protected structure is submitted to the Building Department by the Commission, the time limit of 105 days will begin upon application for building permit. [Amended 12-26-1990]~~

§ 180-18 Time restriction; compliance with chapter.

Upon receipt of notice that the Landmarks Preservation Commission is considering a place, site, structure or building for designation as a landmark or landmark site, the Director of the Building Department shall not issue any permit for the demolition, alteration or improvement of said place, site, structure or building until such time as the Commission and Planning Board have reviewed the application and the Commission has determined whether to recommend designation to the City Council. In the event the Commission recommends designation, the Director of the Building Department shall not issue a permit until a final determination of designation is made by the City Council. If the City Council designates the property in question as a landmark or landmark site, no building permit shall be issued except pursuant to Article VI of this chapter, Regulation of Designated Landmarks.

§ 180-1819 Designation on Landmark and Historic District Map.
[Amended 3-22-2022]

Upon notification that the City Council has designated a landmark, a landmark site or historic district, the DBD shall immediately cause such property to be so designated on the Landmark and Historic District Map.

Article VI
Regulation of Designated Landmarks

§ 180-1920 Construction, alteration, repairs, removal or demolition.
[Amended 5-27-1997]

- A. ~~No person or entity, including but not limited to an owner, tenant, manager, contractor or developer, exercising dominion and control over a structure, site, place or building designated as a landmark or landmark site appearing on the Landmark and Historic District Map and the official Zoning Map of the area in which the landmark site is located or any place, site, structure, building or property located wholly or partly within the boundaries of the Historic District shall allow any construction, alteration, removal, repairs or demolition of such structure, site, place or building except in compliance with the requirements set forth in this chapter.~~
- A. No person or entity, including but not limited to an owner, tenant, manager, contractor or developer, exercising dominion and control over a structure, site, place or building designated as a landmark or landmark site appearing on the Landmark and Historic District Map and the official Zoning Map of the area in which the landmark site is located or any place, site, structure, building or property located wholly or partly within the boundaries of the Historic District, shall construct, alter, remove, repair or demolish any structure, site, place or building except in compliance with the requirements set forth in this chapter.
- B. Maintenance and repair. Every person or entity, including but not limited to an owner, tenant, manager, contractor or developer, exercising dominion and control over a structure, site, place or building designated as a landmark or landmark site appearing on the Landmark and Historic District Map and the official Zoning Map of the area in which the landmark site is located or any place, site, structure, building or property located wholly or partly within the boundaries of the Historic District

shall keep in good repair all of the exterior portions of such structure, site, place or building or landmark site and all interior portions thereof which, if not so maintained, may cause or tend to cause the exterior portions of such improvement to deteriorate, decay or become damaged or otherwise fall into a state of disrepair.

~~§ 180-20 Review by Commission.
[Amended 5-27-1997; 3-22-2022]~~

~~The Landmarks Preservation Commission shall review all plans for the moving, exterior construction, addition, alteration or repair, landscaping or demolition of places, sites, structures or buildings designated as landmarks or landmark sites and all places, sites, structures or buildings wholly or partly within the boundaries of the historic district.~~

- ~~A. Review and approval before issuing building permit; site plan review. It shall be the duty of the Landmarks Preservation Commission to review and approve such plans before a building permit for the proposed activity is granted by the Director of the Building Department. Where site plan approval by the Planning Board is required, Landmarks Preservation Commission approval shall be contingent upon final site plan approval by the Planning Board.~~
- ~~B. Exterior features only subject to review. The Landmarks Preservation Commission shall only review plans relating to the exterior features of a structure or building and shall have no jurisdiction to consider interior walls, arrangements or structures unless such have an impact on the exterior features.~~
- ~~C. Review standards. In reviewing the plans, the Landmarks Preservation Commission shall consider:~~
- ~~(1) The historical and architectural value and significance of the building or structure and its relationship to the historic and architectural value of the surrounding area.~~
 - ~~(2) The general appropriateness of proposed exterior design, colors, arrangement, texture and materials, and consistency with the style of the architectural period of which said building or structure is characteristic.~~
 - ~~(3) Any other factors relating to aesthetic considerations which the Landmarks Preservation Commission deems pertinent to the benefit of the City and to the historic significance of the structure or building and surrounding area.~~

§180-21 Review by Commission. Criteria to Be Applied

- A. The Landmarks Preservation Commission shall review all Certificate of Appropriateness applications for the moving, exterior construction, addition, alteration or repair, landscaping or demolition of places, sites, structures or buildings designated as landmarks or landmark sites and all places, sites, structures or buildings wholly or partly within the boundaries of an historic district.
- B. The Commission may approve a Certificate of Appropriateness application if it determines the proposed work will not have a substantial adverse effect on the aesthetic, historical or architectural significance and value of the individual landmark or, if the proposed work is within an historic district, such will not have a substantial adverse effect on the aesthetic, historical or architectural significance of the property itself, the district or neighboring properties in such district.
- C. The Commission shall only review Certificate of Appropriateness applications relating to the exterior features of a structure or building and shall have no jurisdiction to consider interior walls, arrangements or structures unless such have an impact on the exterior features or are designated interior landmarks. [Amended 5-27-1997]
- D. In reviewing a Certificate of Appropriateness application, the Commission shall consider:

- (1) the general design and character of the proposed alteration or new construction relative to existing features of the property or improvement;
- (2) the general appropriateness of proposed exterior design, colors, arrangement, texture and materials, and consistency with the style of the architectural period of which said building or structure is characteristic;
- (3) the scale and visual compatibility of the proposed alteration or new construction in relation to the property itself, surrounding properties and the neighborhood;
- (4) visual compatibility with surrounding properties, including proportion of the property's façade, proportion and arrangement of windows and other openings within the faade, roof shape and the rhythm of spacing on streets, including setbacks;
- (5) the importance of historic physical and visual features to the significance of the property; and
- (6) any other factors relating to aesthetic considerations which the Landmarks Preservation Commission deems pertinent to the benefit of the city and to the historic significance of the structure or building and surrounding area.

E. The Commission may require the Certificate of Appropriateness application be supplemented by such additional information or materials as may be necessary for a complete review by the Commission. The Commission may impose reasonable conditions or restrictions as it deems necessary or appropriate on a case-by-case basis to promote or achieve the purpose of this local law.

F. In approving a Certificate of Appropriateness application, the Commission shall find that the building or structure for which the permit was requested, if erected or altered in accordance with the submitted plan or with stated modifications, would be consistent with the spirit and intent of this local law, would not be visually offensive or inappropriate by reason of poor quality of exterior design, monotonous similarity or visual discord in relation to the sites or surroundings, would not mar the appearance of the area, would not impair the use, enjoyment and desirability or reduce the values of properties in the area, would not be detrimental to the character of the neighborhood, would not prevent an appropriate development and utilization of the site or of adjacent lands and would not adversely affect the functioning, economic stability, prosperity, health, safety and general welfare of the community.

§ 180-2+2 New construction.

New construction shall be consistent with the architectural styles of historic value in the historic district. However, the Landmarks Preservation Commission may approve the construction of buildings or structures which have a dissimilar architectural style to that of the historic district if said Commission deems it proper that the new construction will be in the best interest of the historic district.

§ 180-223 Moving of landmarks.

Moving of buildings or structures designated as landmarks or located wholly or partly within the boundaries of the historic district may be allowed as an alternative to demolition.

~~§ 180-23 Procedure for the review of plans.~~

~~{Amended 5-27-1997 by L.L. No. 2-1997; 3-22-2022}~~

~~A. Application for building permit. Application for a building permit to construct, alter, repair, move or demolish any place, site, structure or building designated as a landmark or any place, site, structure or building within or on the boundaries of the historic district shall be made to the DBD. Three copies of the application shall be submitted in addition to the number normally required for a building permit. The application shall be accompanied by a fee as set forth from time to time by the City Council and shall state that the property is a landmark and/or is located within or on the boundaries of the historic district. Plans shall be submitted showing the structure or building in question and giving its relation to adjacent structures or buildings and the construction, alteration, repair, moving or demolition sought to be accomplished.~~

- B. ~~Transmittal to Commission.~~ The DBD shall transmit the application and the plans to the Landmarks Preservation Commission.
- C. ~~Review by Commission.~~ The Landmarks Preservation Commission shall then review the plans according to the provisions of this chapter. In reviewing the plans, the Landmarks Preservation Commission shall hear the applicant or his or her authorized representative concerning the building permit.
- D. ~~Notice of public hearing; joint hearing with Planning Board.~~ The Landmarks Preservation Commission shall call a public hearing on said application within 30 days after the filing of the application with the Director of the Building Department, which hearing shall be advertised at least once in a newspaper of general circulation in the City not less than five days prior to such hearing. Where a hearing is also required by the Planning Board for a site plan or special permit, or by any other board whose approval is required, said hearings shall be held jointly if at all practicable.
- E. ~~Conduct of hearings.~~ The Landmarks Preservation Commission may call witnesses, including historians, architects, engineers, planning consultants or other experts, and may introduce other evidence at such hearing. In considering any such application, the Commission shall bear in mind the purpose of this chapter and shall give consideration to any report of the Glen Cove Historical Society and advice of the City Historian relating to the general design, arrangement, architectural style, texture, material and colors of the building or structures in question, the location on the plot of ground and the relation of such features to other buildings, structures, trees or other forms of growth, landmarks, public or private roads, and all other such factors pertaining to the renovation, installation or conservation of any building or improvement which would be incongruous with the historic aspects of the surrounding area.
- F. ~~Determination of Commission; time limit.~~ The Landmarks Preservation Commission shall approve, modify and approve or disapprove such plans within 60 days after receiving the application and said plans, and shall transmit a record of its proceedings and findings to the DBD and to the applicant.
- G. ~~Hardship, relief from.~~ Notwithstanding any other provisions of this chapter, if the applicant establishes to the satisfaction of the Commission that due to strict application of the provisions of this chapter the land or improvement in question cannot yield a reasonable return or that a hardship is created for the applicant due to unique circumstances that are not the result of any act or omission by the applicant, then the Commission may grant or recommend relief in the following manner:
- (1) ~~Authorize issuance of a permit by the Director of the Building Department if the proposed alteration, construction, removal or demolition will not alter the essential character of the structure or area;~~
 - (2) ~~Recommend that following designation and restoration, the property assessment at the time of designation shall not be increased for a period of five years for any residential or conforming nonresidential uses; and~~
 - (3) ~~If the Commission finds that the designation of a particular property as an historic site or landmark will impair its economic viability, the Commission may recommend that the existing assessment or tax burden be reduced to the extent required to assure its continued existence and proper maintenance.~~
- H. ~~Issuance of building permit.~~ The Director of the Building Department shall not grant a building permit until such time as an application has been approved by the Landmarks Preservation Commission or at least 60 days have elapsed from the date the application is received by the Commission. In no case shall a permit be issued prior to site plan approval by the Planning Board.
- I. ~~Ordinary maintenance or repairs.~~ Nothing in this chapter shall be construed to prevent ordinary maintenance or repairs of any place, site, structure or building designated as a landmark or landmark site, or any property located wholly or partly within the boundaries of an historic district.

§ 180-24 Procedure for the Review of Certificate of Appropriateness Applications.

- A. A Certificate of Appropriateness application for the moving, exterior construction, addition, alteration or repair, landscaping or demolition of places, sites, structures or buildings designated as landmarks or landmark sites and all places, sites, structures or buildings wholly or partly within the boundaries of an historic district shall be made to the Director of the Building Department and the Landmarks Preservation Commission on forms provided by the City of Glen Cove. Five copies of the application shall be submitted to the Building Department in addition to the number normally required for a building permit. The application shall be accompanied by a fee as set forth from time to time by the City Council and shall state that the property is a landmark and/or is located within or on the boundaries of the historic district. Plans shall be submitted showing the structure or building in question and giving its relation to adjacent structures or buildings and the construction, alteration, repair, moving or demolition sought to be accomplished. [Amended 5-27-1997 by L.L. No. 2-1997]
- B. The Director of the Building Department shall transmit five copies of the application and plans to the Landmarks Preservation Commission and refer the application to the Planning Board and/or Zoning Board of Appeals as may be appropriate.
- C. The Commission shall review the application and plans according to the provisions of this chapter. In reviewing the plans, the Commission shall hear the applicant or his or her authorized representative concerning the application.
- D. The Commission may call a public hearing on an application within 62 days after the filing of the application, which hearing shall be advertised at least once in a newspaper designated for the publication of legal notices in the City not less than five days prior to such hearing. Where a hearing is also required by the Planning Board for site plan or special permit approval, or by any other board whose approval is required, said hearings may be held jointly.
- E. Conduct of review. Whether or not a hearing is conducted, the Landmarks Preservation Commission may call witnesses, including historians, architects, engineers, planning consultants or other experts, and may consider other relevant evidence. In considering any Certificate of Appropriateness application, the Commission shall bear in mind the purpose of this chapter and shall give consideration to any report of the Glen Cove Historical Society and advice of the City Historian relating to the general design, arrangement, architectural style, texture, material and colors of the building or structures in question, the location on the plot of ground and the relation of such features to other buildings, structures, trees or other forms of growth, landmarks, public or private roads, and all other such factors pertaining to the renovation, installation or conservation of any building or improvement which would be incongruous with the historic aspects of the surrounding area.
- F. The Landmarks Preservation Commission shall approve, approve with modifications or disapprove of any Certificate of Appropriateness application within 62 days after receiving the application or, in the case a hearing is held, within 62 days of the close of the hearing, and shall transmit a record of its proceedings and findings to the Director of the Building Department, the City Council and the applicant.
- G. The Director of the Building Department shall not grant a building permit on the application until such time as the Landmarks Preservation Commission has rendered its determination on an application for a Certificate of Appropriateness and the Planning Board and/or the Zoning Board of Appeals have, in appropriate cases, rendered their decisions.
- H. Ordinary maintenance or repairs. Nothing in this chapter shall be construed to prevent ordinary

maintenance or repair of any place, site, structure or building designated as a landmark or landmark site, or any property located wholly or partly within the boundaries of an historic district.

§ 180-25 Alteration Hardship Review

- A. An applicant whose application for alteration of a landmark property has been denied by the Landmarks Preservation Commission, may apply for relief on the grounds of economic hardship. In order to prove the existence of economic hardship related to a proposed alteration, the applicant shall establish that the denial of the application will prevent the property owner from earning a reasonable return on investment, regardless of whether that return represents the most profitable return possible.
- B. Economic Hardship; criteria. An applicant seeking economic hardship relief following the denial of an application for alteration, shall prove the existence of economic hardship by demonstrating to the Commission that: (1) the applicant cannot realize a reasonable economic return if compliance with the Commission's decision is required; (2) the alleged hardship relating to the property in question is unique and does not apply to a substantial portion of the district or neighborhood; (3) that the requested relief, if granted, will not alter the essential character of the neighborhood; and (4) that the alleged hardship has not been self-created.
- C. Following the submission of a complete hardship application, the Commission shall hold a public hearing within a reasonable time and make a determination within 62 days of the close of the hearing, whether the applicant has met his/her burden of proof.
- D. No building permit or other land use approvals shall be issued to the applicant unless the Commission grants the hardship application. If the application is granted, the Commission shall approve only such work as is necessary to alleviate the hardship.
- E. A decision by the Commission shall be in writing and shall state the reasons for granting or denying it.

§ 180-246 Remediating unsafe or dangerous conditions. [Amended 3-22-2022]

This chapter shall not apply in any case where the Building Department or any authorized City enforcement agency orders or directs the construction, removal, alteration or demolition of any improvement on a landmark site or in an historic district for the purpose of remediating conditions determined to be irreparably unsafe or dangerous to the life, health or property of any person.

§ 180-257 Identification; signs. [Amended 5-27-1997; 3-22-2022]

The Landmarks Preservation Commission shall be responsible for appropriate public identification of areas designated as landmarks, landmark sites and historic districts on the Landmark and Historic District Map. The Landmarks Preservation Commission must approve the size, style, color, typography, material of construction and wording of all privately owned signs identifying landmarks, landmark sites and properties within historic districts prior to installation, consistent with the provisions of Article VI, Regulation of Designated Landmarks, of this chapter. In no case may a sign constructed under the provisions of this chapter conflict with the provisions of the City of Glen Cove Sign Ordinance.

Article VII

Penalties

§ 180-268 Penalties for offenses.

[Amended 12-26-1990; 5-27-1997]

- A. Any person or entity who violates any of the provisions of § 180-19 of this chapter shall be punished by a fine of not less than \$1,000 and not to exceed twice the total assessed value of the entire subject property. Each day during which there exists a violation of any of the provisions of § 180-19 of this chapter shall constitute a single and separate violation of such provision.
- B. Whenever any person or entity has engaged or is about to engage in any act or practice which constitutes or will constitute a violation of § 180-19 of this chapter, the City Attorney may make application to the Supreme Court on behalf of the Commission for an order enjoining such act or practice or requiring such person or entity to remove the violation or directing the restoration, as nearly as may be practicable, of any structure, site, place or building designated as a landmark or landmark site or any exterior architectural feature thereof affected or involved in such violation, and upon a showing by the Commission that such person or entity has engaged or is about to engage in such act or practice, a permanent or temporary injunction, restraining order or other appropriate order shall be granted without bond.
- C. The Director of the Building Department is authorized to enforce the provisions of this chapter.
[Amended 3-22-2022]

§ 180-279 Civil actions.

The imposition of the penalties in this article shall not preclude the City from instituting any appropriate action or proceeding to prevent any unlawful erection, construction, reconstruction, demolition, alteration, repair, conversion, maintenance or use, or to restrain, correct or abate a violation, or to prevent an illegal act, conduct business or use in or about any premises.

§180-30 Appeals

Any person aggrieved by a decision of the Landmarks Preservation Commission may, within 15 days of the decision, file a written appeal to the City Council for review of the decision. Appellate review shall be based on the same record that was before the Commission and apply the same criteria utilized by the Commission in this local law.

6C

License Agreement

This LICENSE AGREEMENT (“**Agreement**”), dated as of the ____ day of October, 2022, by and between LAWN TECHNOLOGY COMPANY, INC., a New York State company with offices at 13 Hitching Post Lane, Glen Cove, New York 11542

, N.Y. (“Contractor”) and the City of Glen Cove, a municipal corporation of the State of New York, located at 9 Glen Street, Glen Cove, New York (“City”).

WITNESSETH

WHEREAS, the Friends of the Glen Cove Youth Board, Inc., a not-for-profit New York corporation, has gifted to the City a lawn sprinkler system (the “System”) and its installation by the Contractor, to be installed at the John Maccarone Memorial City Stadium (“City Stadium”); and

WHEREAS, the City will permit the Contractor to install the System at the City Stadium provided the Contractor agree to the terms herein required by the City before permitting such installation on City property; and

WHEREAS, the Contractor is willing to agree to the terms set forth hereinafter respecting the installation of the System;

NOW, THEREFORE, in consideration of the mutual covenants, terms, and conditions set forth in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. The City hereby grants to Contractor the right to enter the grounds of the City Stadium with all the necessary equipment and personnel Contractor requires to install the System. Contractor shall commence installation of the System on or about October 15, 2022. Once the System is installed, this license shall expire.
2. Upon completion of the installation of the System, Contractor agrees to remove all its equipment and any debris caused by the installation and will repair any damages caused to the grounds during the installation process. Knowing that the grounds are utilized for sporting events by people of all ages, Contractor agrees to restore the affected grounds to at least substantially the same condition that existed prior to the installation.
3. With respect to this license agreement, Contractor shall provide the City with a certificate of insurance naming the City as a named insured on the policy and as the certificate holder and hereby indemnifies the City against any claims and liabilities that may arise from the Contractor’s conduct during the installation process.

4. This Agreement may be executed by the Parties hereto in separate counterparts, each of which when so executed and delivered shall be deemed an original for all purposes, and all such counterparts shall together constitute but one and the same instrument. A signed copy of this Agreement delivered by [facsimile/email] shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the date first above written.

Lawn Technology Company

By: _____

Print Name: Scott Macnow

Title: President

City of Glen Cove

By: _____

Print name: Pamela Panzenbeck

Title: Mayor



Lockwood, Kessler & Bartlett, Inc.
One Aerial Way · Syosset, NY 11791
516.938.0600 www.lkbinc.com

October 5, 2022
LKB No. 2018-0006

Louis Saulino, PE
Director of Public Works
City of Glen Cove
9 Glen Street
Glen Cove, New York 11542

Re: City of Glen Cove Recyclables Transfer and Marketing Contract

Dear Director Saulino,

In accordance with your request, Lockwood, Kessler and Bartlett, Inc. (LKB) has prepared this proposal to review and update the City of Glen Cove's Recyclables Transfer and Marketing Contract (Recycling Contract) bid documents. LKB will review the prior City of Glen Cove Recycling Contract bid documents and update them to reflect the current New York State Department of Environmental Conservation (NYSDEC) regulations, the current recycling market conditions and the current City of Glen Cove transfer station permit requirements.

LKB is uniquely qualified to perform this work having previously provided technical services related to the Draft and Final Request for Proposals under NYS GML 120-W for the City of Glen Cove Transfer Station Operation and Solid Waste Transport, Recycling and Disposal Service contract including proposal evaluation, contract award recommendations and subsequent contractor performance assessment; engineering services related to the inspection of the City's transfer station operation/condition; as well as having prepared the updated City of Glen Cove Draft Local Solid Waste Management Plan (DLSWMP). LKB also provides solid waste management engineering services to many Long Island towns, the City of New York and other private clients.

LKB will provide engineering services for the following tasks:

- Task 1** – Review the Recycling Contract Documents and meet with the City to discuss initial recommendations and obtain the City's feedback.
- Task 2** – Prepare and submit a draft version of the Recyclables Transfer and Marketing Contract Documents in electronic format for City review and comment.
- Task 3** – Prepare and submit the final version of the Recyclables Transfer and Marketing Contract Documents in electronic format addressing the City's comments.
- Task 4** – Evaluate bids received and make recommendation for award in a letter to the City.

Our fee summary for these services is provided below and a detailed fee breakdown by Task is attached as Table 1. All work will be performed in accordance with the terms and conditions of LKB's 2022 On-Call consultant contract with the City of Glen Cove.

Task	Fee
1	\$ 3,500
2	\$ 4,800
3	\$ 2,800
4	\$ 2,400
Total	\$13,500

We appreciate the opportunity to continue to serve the City. If you find this proposal acceptable, please sign and date it below, return the original to me, and keep a copy for your files.

Very truly yours,
LOCKWOOD, KESSLER & BARTLETT, INC.



Theresa Heneveld, PE
Vice President of Environmental Engineering

Accepted By:

ACCEPTED BY: _____

_____ Date

TABLE 1
FEE ESTIMATE AND COST PROPOSAL
Update Recyclables Transfer and Marketing Contract
For The City of Glen Cove, New York

TITLE	TASKS*				HOURS	AVERAGE HOURLY RATE	RANGE OF HOURLY RATES	MULTIPLIER	TOTAL FEE**
	1	2	3	4					
Project Manager	4	4	4	4	16	\$70.00	Max.***	3.00	\$3,360.00
Project Engineer	8	8	4	4	24	\$58.00	\$54 - \$62	3.00	\$4,176.00
Engineer	12	24	12	8	56	\$35.50	\$32 - \$39	3.00	\$5,964.00
Hours Per Task and Total Hours:	24	36	20	16	96				
Fee Per Task:	\$3,510.00	\$4,788.00	\$2,814.00	\$2,388.00					
SAY:	\$3,500	\$4,800	\$2,800	\$2,400					
Total Fee:									\$13,500.00
SAY:									\$13,500.00

Notes:

* Task Descriptions:

- Task 1 - Review the Recycling Contract Documents and meet with the City to discuss initial recommendations and obtain the City's feedback
- Task 2 - Prepare and submit a draft version of the Recyclables Transfer and Marketing Contract Documents in electronic format for City review and comment
- Task 3 - Prepare and submit the final version of the Recyclables Transfer and Marketing Contract Documents in electronic format addressing the City's comments
- Task 4 - Evaluate bids received and make recommendation for award in a letter to the City

** Actual fees will be billed in accordance with the actual hourly rates.

*** Maximum hourly rate with multiplier = \$210.00/hour per City/LKB 2022 On-Call consultant contract.



October 4, 2022
LKB No. 2018-0006

Louis Saulino, PE
Director of Public Works
City of Glen Cove
9 Glen Street
Glen Cove, New York 11542

Re: Draft Local Solid Waste Management Plan for the City of Glen Cove

Dear Director Saulino,

In accordance with your request and our recent discussions, Lockwood, Kessler and Bartlett, Inc. (LKB) has prepared this proposal to update and finalize the City of Glen Cove's Draft Local Solid Waste Management Plan (DLSWMP). LKB previously addressed the NYSDEC's comments on the DLSWMP which required that the DLSWMP be updated to meet NYSDEC's revised regulations and also address the City's current operating conditions. In addition, the DLSWMP includes a plan for implementing the final LSWMP. LKB will commence this assignment with a meeting with the City to discuss current solid waste management issues that have transpired since the prior DLSWMP submittal and update the period of the DLSWMP accordingly. LKB will finalize the DLSWMP upon receipt of the City's comments.

Once the DLSWMP is finalized, it must be available to the public for a 45-day review period. A public meeting must also be held, and a responsiveness summary prepared. If necessary, the DLSWMP must be revised based on comments received.

The DLSWMP must then be resubmitted to the NYSDEC who will have 30 days to determine if it is complete. If they do not respond in 30 days, the DLSWMP is considered complete.

Once the DLWSMP is deemed complete, the NYSDEC has one year to approve it as the final LSWMP. This time frame may include additional comments from the NYSDEC, which may require responses or revisions to the DLSWMP.

Based on the above NYSDEC requirements for the approval process, LKB will provide engineering services for the following tasks:

Task 1 – Update and finalize the DLSWMP to address City comments.

Task 2 – Assist in the public hearing process by preparing the responsiveness summary and if necessary further revisions to the DLSWMP.

Task 3 – Address comments from the NYSDEC on the DLSWMP and prepare the final LSWMP.

Our fee summary for these services is provided below and a detailed fee breakdown by Task is attached as Table 1. It is anticipated that expenses will include printing (reports and public hearing materials), shipping costs (if necessary) and travel expenses. All work will be performed in accordance with the terms and conditions of LKB's 2022 On-Call consultant contract with the City of Glen Cove.

Task	Fee
1	\$16,600
2	\$ 7,300
3	\$ 5,100
Expenses	\$ 500
Total	\$29,500

We appreciate the opportunity to continue to serve the City. If you find this proposal acceptable, please sign and date it below, return the original to me, and keep a copy for your files.

Very truly yours,
LOCKWOOD, KESSLER & BARTLETT, INC.



Theresa Heneveld, PE
Vice President of Environmental Engineering

Accepted By:

ACCEPTED BY: _____

_____ Date

TABLE 1
FEE ESTIMATE AND COST PROPOSAL
Draft and Final Local Solid Waste Management Plan
For The City of Glen Cove, New York

TITLE	TASKS*			HOURS	AVERAGE HOURLY RATE	RANGE OF HOURLY RATES	MULTIPLIER	TOTAL FEE**
	1	2	3					
Principal	8	4	2	14	\$70.00	Max.***	3.00	\$2,940.00
Project Manager	10	4	4	18	\$70.00	Max.***	3.00	\$3,780.00
Project Engineer	32	12	12	56	\$58.00	\$54 - \$62	3.00	\$9,744.00
Engineer	68	33	17	118	\$35.50	\$32 - \$39	3.00	\$12,567.00
Hours Per Task and Total Hours:	118	53	35	206				
Fee Per Task:	\$16,590.00	\$7,282.50	\$5,158.50					
SAY:	\$16,600	\$7,300	\$5,100					
				Subtotal Total Fee:	\$29,031.00			
				Expenses****:	\$500.00			
				Total Fee:	\$29,531.00			
				SAY:	\$29,500.00			

Notes:

* Task Descriptions:

Task 1 - Update and Finalize the DLSWMP to address City comments

Task 2 - Assist in the Public Hearing Process by Preparing Responsiveness Summary and if Necessary Revisions to the DLSWMP

Task 3 - Address Comments from the NYSDEC on the DLSWMP and Prepare Final LSWMP

** Actual fees will be billed in accordance with the actual hourly rates.

*** Maximum hourly rate with multiplier = \$210.00/hour per City/LKB 2022 On-Call consultant contract.

**** Expenses include printing (reports and public hearing materials), shipping costs (if necessary) and travel expenses



CITY OF GLEN COVE

PURCHASE REQUISITION FORM

DATE: 09/27/2022

P.O. NUMBER

66

FROM DEPT: FIRE	FUND LINE NAME: Repairs & Maintenance	SHIP TO: 10 Glen Cove Ave Glen Cove NY 11542
	FUND LINE NUMBER: A3410-55420	ATTENTION OF: CHIEF GRELLA

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	Emergency repairs to engine 528s pump	3912.37	\$ 3,912.37
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00

SIGNATURE OF EMPLOYEE COMPLETING FORM	RECOMMENDED VENDOR:	ESTIMATED TOTAL COST: \$ 3,912.37
DEPARTMENT HEAD SIGNATURE	NEVILLE	ACTUAL COST:
	CITY VENDOR # 10941	\$ 3,912.37

REFER TO THE PURCHASING POLICY FOR PURCHASE THRESHOLDS. IF REQUIRED, A QUOTE FORM AND QUOTES MUST BE ACCOMPANIED WITH THIS FORM. FAILURE TO DO THIS WILL RESULT IN NO PO# BEING GENERATED, NO EXCEPTIONS!



CITY OF
GLEN COVE

QUOTE FORM

Supplies, Materials ("Purchase") Contracts:

Items \$0 - \$999	Items \$1,000 - \$9,999	Items \$10,000 - \$19,000
1 Written Quote - No PO required	2 Written Quotes + Quote Form + PO required	3 Written Quotes + Quote Form + PO required

The City of Glen Cove is not responsible for payment of any goods or services that are not authorized by the Purchasing Agent.

Name: CHIEF GRELLA Date: 09/27/2022 Department: FIRE

	VENDOR NAME AND ADDRESS	TELEPHONE NUMBERS	VENDOR REP NAME	ITEM	QUANTITY	PRICE OF EACH ITEM	TOTAL PRICE
Quote 1	Neville Fleet Service	Phone	ROB	Emergency repairs to engine 528	1	3,912.37	\$ 3,912.37
	37DentonAve	1-516-673-4402	EMAIL ADDRESS	on the Pump			\$ 0.00
	New Hyde Park, NY 11040	Fax 516-673-4403					\$ 0.00
Quote 2	Firematic Supply	Phone		WANTS TO CHARGE \$150.00			\$ 0.00
			EMAIL ADDRESS	just to look at pumper			\$ 0.00
		Fax					\$ 0.00
Quote 3		Phone					\$ 0.00
			EMAIL ADDRESS				\$ 0.00
		Fax					\$ 0.00

Submit Quote Form with Purchase Requisition Form

Jenna DeWitt
Approval of Purchasing Agent

Neville Fleet Service

Service Estimate 2438

Name	Glen Cove Fire Dept.	Contact	Chief Phil Grella	Created	09/26/22	Year	1993
Address	10 Glen Cove Ave	Address 2		Time	2:47 PM	Make	PIERCE
	Glen Cove, NY 11542			Promised		Model	PUMPER
Home		V.I.N. #	4PICT02DIRA000102	Advisor	Junior	Lic#	
Work	516-322-7864	Eng/Trans		Division	FD	Fleet#	528
Fax				PO#		Body/Col	RED
				Page#	1 of 3	Hours	

Job Description

Inspect for major water leak and repair:

Verify customer concern and inspect for major water leak. Upon inspection advise replacement of the intake pressure relief valve and the pilot valve at this time. Upon inspection of the pilot valve and advise to be obsolete. As per waterous advise to replace pilot valve completely with new upgraded valve. Remove and replace pilot valve. Remove and overhaul intake pressure relief valve, reinstall new valve into place. Inspect pump for further leaks and advise to perform pump service due to lack of lubrication. Perform pump service at this time.

Inspect pump shift controls manual / electric and inspect all activation control lights.

Inspect all hoses and wiring associated with fire pump, ensuring no chaffing and or deterioration to be evident.

Inspect all wiring for all flow meters / gauges for back lighting, leakage, damage and operation.

Inspect pump packing / seals for leakage / wear. Adjust if applicable.

Inspect / adjust primer pump for proper operation / fluid level where applicable.

Inspect gauge calibration / operation for discharge / intake ports.

Inspect relief valve for operation / condition and clean strainer.

Inspect fire pump pressure / governing devices for proper operation. Adjust to specified settings when applicable.

Inspect, lubricate and adjust all gate / ball valves, drain valves and all associated linkage.

Inspect transfer valve operating between both modes and verify operation. Lubricate any linkage and / or inspect electric transfer switch (on multi-stage pumps only)

Inspect drive line components associated with P.T.O. for pump. Inspecting / lubricating all joints and fasteners.

Line Total	3912.37
Labor	1187.50
Parts	2724.87
Sublets	0.00

Neville Fleet Services 37 Denton Avenue

New Hyde Park, NY 11040 | New York State Lic# 1302309

Tel: 516-673-4402 | Fax: 516-673-4401

No returns without this invoice. No returns after 30 days.

No returns or refunds on special ordered items or electrical parts..

All returns are subject to a 20% restocking fee.

X _____

Estimate Total	
Labor	\$1,187.50
Parts	\$2,724.87
Sublets	\$0.00
Subtotal	\$3,912.37
Tax	\$0.00
Total	\$3,912.37

Neville Fleet Service

Service Estimate 2438

Name	Glen Cove Fire Dept.	Contact	Chief Phil Grella	Created	09/26/22	Year	1993
Address	10 Glen Cove Ave	Address 2		Time	2:47 PM	Make	PIERCE
	Glen Cove, NY 11542			Promised		Model	PUMPER
Home		V.I.N. #	4PICT02DIRA000102	Advisor	Junior	Lic#	
Work	516-322-7864	Eng/Trans		Division	FD	Fleet#	528
Fax				PO#		Body/Col	RED
				Page#	2 of 3	Hours	

Job Description

Inspect discharge levers and crank wheels for proper operation and lubricate as needed.

Inspect tank for leak / damage and mounting points.

Perform vacuum test inspection and verify readings.

Run fire pump and perform running test of pump discharges

VACUUM PUMP TEST RESULTS WERE AS FOLLOWS:

Pump pulled ____" of vacuum and the following are the results:

TEST # PULLED MAINTAINED AFTER 5 MIN

1
2
3

Findings:

Vacuum test passed and pump appears to be operating well within required specifications.

Part Number	Description	QTY	Each	Total
0	INTAKE RELIEF VLVE KIT	1	62.96	62.96
0	PILOT VALVE SUB ASSY	1	2308.49	2308.49
18036	PLUG	1	16.52	16.52
28401	80W-90 GEAR OIL	4	10.24	40.96
34124	DEGREASER	1	5.99	5.99
OVERNIGHT SHIPPING			289.95	289.95

Thank you for allowing Neville Fleet Services to provide you this estimate. If you should have any questions regarding this estimate, please contact either Robert Radecki or Paul Gurney

Thank you,

Sincerely,
Robert Radecki
Paul Gurney

Neville Fleet Services 37 Denton Avenue
New Hyde Park, NY 11040 | New York State Lic# 1302309

Tel: 516-673-4402 | Fax: 516-673-4401

No returns without this invoice. No returns after 30 days.

No returns or refunds on special ordered items or electrical parts..

All returns are subject to a 20% restocking fee.

X _____

Estimate Total	
Labor	\$1,187.50
Parts	\$2,724.87
Sublets	\$0.00
Subtotal	\$3,912.37
Tax	\$0.00
Total	\$3,912.37

Neville Fleet Service

Service Estimate 2438

Name	Glen Cove Fire Dept.	Contact	Chief Phil Grella	Created	09/26/22	Year	1993
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Work	516-322-7864	V.I.N. #	4PICT02DIRA000102	Division	FD	Fleet#	528
Fax		Eng/Trans		PO#		Body/Col	RED
				Page#	3 of 3	Hours	

Job Description

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Neville Fleet Services 37 Denton Avenue

New Hyde Park, NY 11040 | New York State Lic# 1302309

Tel: 516-673-4402 | Fax: 516-673-4401

No returns without this invoice. No returns after 30 days.

No returns or refunds on special ordered items or electrical parts..

All returns are subject to a 20% restocking fee.

X _____

Estimate Total	
Labor	\$1,187.50
Parts	\$2,724.87
Sublets	\$0.00
Subtotal	\$3,912.37
Tax	\$0.00
Total	\$3,912.37

Pamela D. Panzenbeck
Mayor
Yelena Quiles, CPPB
Purchasing Agent



Phone: (516) 676-2108
Fax: (516) 320-7807
www.glencoveny.gov

CITY OF GLEN COVE
FINANCE DEPARTMENT
City Hall, 9 Glen Street, Glen Cove, NY 11542

EXTENSION – #1

September 23, 2022

Via Email: bkaiser@pvschemicals.com
Brandon Kaiser
PVS Minibulk, Inc.
10900 Harper Avenue
Detroit, MI 48213

Re: Contract #2021-014

Dear Mr. Kaiser:

The contract between your firm and City of Glen Cove for **BID #2021-014, Furnishing and Delivering Sodium Hydroxide for Potable Water Treatment**, expired on **September 13, 2022**. Per the specifications, the contract can be extended for one additional year and the vendor may request a price increase. Therefore, City of Glen Cove agrees to the following prices:

Item	Bid Item	Approx. Quantity	2021 Unit Price	New Quarterly Price
3	25% Solution Liquid Caustic Soda	3,000 gallons	\$1.48	\$2.53
**1	50% Solution Liquid Caustic Soda	1,000 gallons	\$2.48	\$5.12

Due to ongoing chemical shortages, the City would like to extend the current contract with your company for the period of 10/01/22 – 12/31/22. This letter will serve as the first quarterly extension and will be revisited every quarter until the end of the contract date which is 10/12/23.

Please sign below if you are agreeable to the above stipulations.

Please return signed letter to my attention at the address above within ten days, or email YQuiles@glencoveny.gov. Please contact me (516-676-2108) with any questions regarding this contract renewal.

Signature

Milisav M. Bulatovic

Print Name

September 29, 2022

Date

Treasurer

Title

Thank you for your attention to this matter.

Sincerely,

Yelena Quiles
Purchasing Agent, CPPB

6I

INDEPENDENT CONTRACTOR AGREEMENT

AGREEMENT IS HEREBY MADE between the Agency and Independent Contractor set forth below according to the following terms, conditions, and provisions:

1. IDENTITY OF
AGENCY

AGENCY is identified as follows:

Name: City of Glen Cove, Glen Cove Senior Center

Address: 130 Glen Street

City/State/Zip: Glen Cove, NY 11542

Telephone: 516.759.9610

2. IDENTITY OF
INDEPENDENT
CONTRACTOR

The Independent Contractor (hereafter "IC") is identified as follows:

Name: The Clusters / Paul Gergenti

Type Entity: (☒) Sole Proprietorship (☐) Partnership (☐) Corporation

Address: 571 S 7th Street

City/State/Zip: Lindenhurst, NY 11757

Business Telephone: 631.226.5625

3. WORK TO BE
PERFORMED

AGENCY desires that IC perform, and IC agrees to perform the following work:

(1) Musical Performances for our Circle of Friends Evening Programming
at a rate of \$750 for (1) Event:

4. TERMS OF
PAYMENT

AGENCY shall pay IC according to the following terms and conditions: IC shall be paid

\$750 total for (1) Event

Dates: October 19th, 2022

5. REIMBURSE-
MENT OF
EXPENSES

AGENCY shall not be liable to IC for any expenses paid or incurred by IC unless otherwise agreed in writing.

6. EQUIPMENT,
TOOLS,
MATERIALS, OR
SUPPLIES

Glen Cove Senior Center will provide all equipment, tools, materials and/or supplies to accomplish the work agreed to be performed. Should IC wish to purchase "supplies", IC must first obtain Glen Cove Senior Center prior written approval before it may be a reimbursable expense. IC must maintain "supplies" in good working condition through time of contract; failure may result in surcharges.

7. FEDERAL, STATE
AND LOCAL
PAYROLL TAXES

Neither Federal, not State, nor local income tax, nor payroll tax of any kind shall be withheld or paid by AGENCY on behalf of IC or the employees of IC. IC shall not be treated as an employee with respect to the services performed hereunder for federal or state tax purposes.

8. FRINGE BENEFITS &
COMPEN-
SATION

Because IC is engaged in IC's own independent business, WORKER'S IC is not eligible for and shall not participate in any employer pension, health, or another fringe benefit plan of the AGENCY. Likewise, no worker's compensation insurance shall be obtained by AGENCY concerning IC or the employees of IC. IC shall comply with the worker's compensation law concerning IC and the employees of IC.

9. WORK PRODUCT
OWNERSHIP

Any copyrightable works, ideas, discoveries, inventions, patents, products, or other information (collectively, the "Work Product") developed in whole or in part by IC in connection with the Services shall be the exclusive property of Agency. Upon request, IC shall sign all documents necessary to confirm or perfect the exclusive ownership Agency to the Work Product.

10. CONFIDENTIALTY

IC will not at any time or in any manner, either directly or indirectly, use for the personal benefit of IC or divulge, disclose, or communicate in any manner any information that is proprietary to Agency. IC will protect such information and treat it as strictly confidential. This provision shall be effective after the termination of this Agreement. Upon termination of this Agreement, IC will return to Agency all records, notes, documentation, and other items that were used, created, or controlled by IC during the term of this Agreement.

11. TERM OF
AGREEMENT

This agreement shall become effective on October 1st, 2022
and shall terminate on October 31st, 2022

12. TERMINATION
WITHOUT CAUSE

Without cause, either party may terminate this agreement after giving 30 day written notice to the other of intent to terminate without cause. The parties shall deal with each other in good faith during the 30-day period after any notice of intent to terminate without cause has been given.

13. TERMINATION
WITH CAUSE

With reasonable cause, either party may terminate this agreement effective immediately upon the giving of written notice of termination for cause. Reasonable cause shall include:

- A. Material violation of this agreement
- B. Any act exposing the other party to liability to others for personal injury or property damage.

14. NO AUTHORITY
TO BIND CLIENT

IC has no authority to enter into contracts or agreements on behalf of the AGENCY. This agreement does not create a partnership between the parties.

15. ENTIRE
AGREEMENT

This is the entire agreement of the parties and cannot be changed or modified orally.

16. SEVERABILITY

If any part of this agreement shall be held unenforceable, the rest of this agreement will nevertheless remain in full force and effect.

17. AMENDMENTS

This agreement may be supplemented, amended, or revised only in writing by agreement of the parties.

18. INDEMNIFICATION To the fullest extent permitted by law, the Independent Contractor shall (1) immediately defend and (2) indemnify the City, and its councilmembers, officers, and employees from and against all liabilities, regardless of nature or type that arise out of, pertain to, or relate to the Agreement or the Amendment as defined in this Agreement, unless arising out of the City's gross negligence. Liabilities subject to the duties to defend and indemnify include, without limitation, all claims, losses, damages, penalties, fines, and judgments; associated investigation and administrative expenses; defense costs, including but not limited to reasonable attorneys' fees; court costs; and costs of alternative dispute resolution.

Additionally, Independent Contractor shall be obligated to defend, in all legal, equitable, administrative, or special proceedings, with counsel approved by the City, the City and its councilmembers, officers, and employees, immediately upon tender to Independent Contractor of the claim in any form or at any stage of an action or proceeding, whether or not liability is established. An allegation or determination that persons other than Independent Contractor are responsible for the claim does not relieve Independent Contractor from its separate and distinct obligation to defend under this section. The obligation to defend extends through final judgment, including exhaustion of any appeals. The defense obligation includes an obligation to provide independent defense counsel if Independent Contractor asserts that liability is caused in whole or in part by the negligence or willful misconduct of the indemnified party. In order for Independent Contractor to be relieved of the duty to defend, there must be no possible factual or legal basis on which Independent Contractor duty to indemnify under any provision of this indemnity agreement could be held to attach.

***AGENCY:**

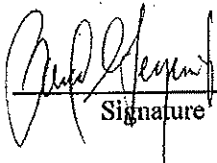
City of Glen Cove, Glen Cove Senior Center
Agency Name

_____	_____	_____
Signature	Mayor Title	Date

***INDEPENDENT CONTRACTOR**

The Clusters / Paul Gergenti

Firm/Individual Name

	_____	_____
Signature	Independent Contractor Title	9/14/22 Date



City of Glen Cove
9 Glen Street
Glen Cove, NY 11542

BUDGET YEAR

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DEPARTMENT: Senior Center

BUDGET YEAR

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	INCREASE BUDGET	DECREASE BUDGET
A7030-55438	Contractual Services		1,900.00
A7030-52220	Equipment (FFCRA)		2,175.00
A7030-54324	Supplies	2,375.00	
A7035-54324	Supplies	750.00	
A7030-51140	Overtime	950.00	

Reason for Transfer:

To cover the expense of supplies purchased / to be purchased for Contractual Service Programs; Age-Friendly, NYSOFA Circle of Friends and FFCRA equipment.

To cover overtime for NYSOFA Circle of Friends.

Department Head Signature:

Digitally signed by Christine Rice
DN: cn=Christine Rice, o=City of Glen Cove, ou=Senior
Center, email=crice@glen Cove, c=US
Date: 2022.10.04 11:53:53 -0400

Date: 10.4.22

City Controller Approval:

Date: 10/5/22

City Council Approval – Resolution Number:

Date:



CITY OF GLEN COVE
9 Glen Street
Glen Cove, NY 11542
516-676-3345

6N

GARVIES POINT EVENT PERMIT

NAME OF APPLICANT: Glen Cove Anglers Club / Phil Ferrante

PHONE:

ADDRESS OF APPLICANT: 70 Garvies Point Road, Glen Cove

E-MAIL:

NAME OF EVENT TO BE HELD: 75th Anniversary Celebration

DATE OF EVENT: October 8, 2022 TIME OF EVENT: 5:00pm-11:00pm EVENT LOCATION: Garvies Point Esplanade @ above address

NAME & ADDRESS OF OWNER OF PREMIS: RXR 49 Herb Hill Road, Glen Cove, NY 11542

IF THE EVENT IS A ROAD RACE OR A PARADE – INCLUDE A MAP OF THE RACE CORSE OR PARADE ROUTE

EVENT SPONSOR IS: Glen Cove Anglers Club

FOR PROFIT [] \$25.00 FEE

NON-PROFIT [X]

Check Payable to: Glen Cove IDA

DATE: August 8, 2022

SIGNED: *Phil Ferrante*
APPLICANT

DATE: 8/20/2022

SIGNED: *[Signature]*
OWNER OF PROPERTY

ADDRESS: RXR Development Services
49 Herb Hill Rd., Glen Cove

Maintain commercial general liability insurance for claims resulting from the event, which policy shall name the following as additional insured on a primary and non-contributory basis (include a copy of certificate of liability insurance. Evidencing the below parties and as additional insured.)

1. City of Glen Cove
2. Glen Cove Industrial Development Agency
3. Glen Cove Local Economic Development Corporation
4. RXR Glen Isle Partners LLC
5. The Garvies Point Master Association Inc. (The "Master Association") and any Member, Manager and Officer of the Master Association.

Limits of insurance must be at least \$2,000,000 per occurrence and general aggregate, or limits of liability insurance actually maintained, whichever is greater.

PERMIT APPROVED ON: CITY CLERK PERMIT #

****In the event this application will require services to be performed by Glen Cove's Public Safety departments or the Department of Public Works, beyond their customary duties, additional charges will apply.**

****Please contact Lt. Wright at GCPD, 516-676-1000, for further information.**



CITY OF GLEN COVE
9 Glen Street, Glen Cove, NY 11542
(516) 676-3345

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EVENT PERMIT

NAME OF APPLICANT Danielle Fugazy – The Glen Cove Education Foundation
PHONE _____

ADDRESS OF APPLICANT 126 Glen Street, Glen Cove, NY 11542

E-MAIL _____

NAME OF EVENT TO BE HELD The Glen Cove Education Foundation 4th Annual Turkey Trot

DATE(S) OF EVENT November 24th, 2022

TIME(S) OF EVENT Set up, start and finish @Glen Cove High School 7:00am-12:00pm

LOCATION OF EVENT Please see route map

NAME & ADDRESS OF OWNER OF PREMISES School owner- Glen Cove City School District- 150 Dosoris Lane, Glen Cove, NY 11542- Roads- City of Glen Cove, 9 Glen Street, Glen Cove, NY 11542

EVENT SPONSOR IS: FOR PROFIT ☐ (\$25.00) NON-PROFIT ☒
Check Payable to: The City of Glen Cove

DATE: 9/28/22 SIGNED: [Signature]
APPLICANT

DATE: _____ SIGNED: _____
OWNER OF PROPERTY

**INCLUDE A COPY OF CERTIFICATE OF LIABILITY INSURANCE NAMING:
THE "CITY OF GLEN COVE" AS ADDITIONAL INSURED FOR \$1,000,000 PER INCIDENT.**

IF THE EVENT IS A ROAD RACE OR PARADE

INCLUDE A MAP OF THE RACE COURSE or PARADE ROUTE

PERMIT APPROVED ON: _____ CITY CLERK _____ PERMIT # _____

****In the event this application will require services to be performed by Glen Cove's Public Safety departments or the Department of Public Works, beyond their customary duties, additional charges will apply.**