

SANDY K. QUENTZEL
Mayor
JOSHUA KOPELOWITZ
Deputy Mayor



ABBY KURLENDER
JAMES FRISCIA
JASUN FIORENTINO
Trustees

INCORPORATED VILLAGE OF

Roslyn Harbor

December 23, 2025

Landscaping & Tree Service License Permit Renewal Notice

Enclosed is an application for your 2026 (one-year) permit to provide landscaping services within the Village of Roslyn Harbor.

Complete the first page of the application.

Read and sign the "General Regulations for Landscapers".

Complete (and have witnessed) the Indemnification Agreement and submit all insurance information (listed on the application).

By mail – send all documents with a SELF-ADDRESSED STAMPED ENVELOPE to:

Incorporated Village of Roslyn Harbor
500 Motts Cove Road South
Roslyn Harbor, NY 11576

(Permits will NOT be mailed WITHOUT the SELF-ADDRESSED STAMPED ENVELOPE)

VIOLATIONS are subject to summonses/fines including but not limited to:

- Work being performed outside the permitted times
(Monday–Friday 8:00AM to 5:00PM and Saturday 9:00AM to **12:00PM**)
- **No Tree Work permitted on Saturdays or Sundays.**
- Obstruction of traffic or endangering pedestrians.
- Parking on streets where parking is prohibited.
- Blowing leaves, grass clippings or other debris onto other properties, or into the road and/or storm drains.
- Garbage left Village roadway and/or neighboring properties.

The village reserves the right to withdraw your permit if we receive complaints regarding code violations.

Your new landscaping permit will be valid from January 1, 2026 to December 31, 2026.

Permit fee is \$100 for one sticker. There is a \$20 fee for each additional sticker for vehicles and trailers.

Please call the Village Hall if you have any questions.

Yours truly,

Jamie Cattani
Village Clerk



Roslyn Harbor

500 MOTTS COVE ROAD SOUTH, ROSLYN HARBOR, NY 11576
TEL # (516) 621-0368 FAX # (516) 621-1803
WWW.ROSLYNHARBOR.ORG

2026 LANDSCAPING & TREE SERVICE LICENSE APPLICATION

January 1, 2026 through December 31, 2026

☐ Performs Tree Work

Date: _____

PERMIT #: _____

Name Owner/Contact: _____

Company: _____

Address: _____

PO Box: _____ Town: _____ Zip: _____

Phone: _____ Cell Phone: _____

Email Address: _____

Applications MUST BE COMPLETE and INCLUDE ALL of the following:

1) Fees are due when you submit your application:

- a. Permit fee \$100.00 includes sticker for 1st vehicle (one sticker)
- b. Fee for additional stickers for vehicles and trailers: \$20.00 – any vehicle, which is required to have a license plate, is also required to have a sticker.

2) Copy of Consumer Affairs License

3) Copy of vehicle registration(s) for vehicle(s) getting stickers

4) Certificates of Insurance for:

- a. **General Liability naming the Village of Roslyn Harbor as ADDITIONAL INSURED (ACORD form)**
- b. **Workers Compensation AND Disability** (*form U-26.3 or C-105.2 are acceptable for those with employees; form CE-200 is acceptable for applicants with no employees and can be obtained from the NYS Workers' Compensation Board at 175 Fulton Ave., Hempstead, NY 866-805-3630*). **The ACORD form cannot be used as proof of Worker's Compensation.**

5) Indemnification/Hold Harmless Agreement

6) Copy of Waste Disposal Permit or copy of current billing statement with account number

7) List current Roslyn Harbor clients: _____

We will not accept incomplete applications. Permit stickers will be issued only when all of the above requirements are fulfilled.

YOU ARE NOT ALLOWED TO WORK IN THE VILLAGE OF ROSLYN HARBOR WITHOUT A PERMIT.

Affix sticker to the driver's side door of the vehicle or left fender of the trailer.

Signature of proprietor, partner, managing member, or corporate officer of the landscaping business is required below. *By signing this application the permittee agrees to abide by the conditions of applicable local laws and regulations (see other side).*

Print Name

Signature

Date

For Office Use Only

Fee Amount: \$ _____ Cash/Check# _____ Paid By: _____



INCORPORATED VILLAGE OF
Roslyn Harbor

**NOTE: LANDSCAPING SERVICES ARE PERMITTED MONDAY THROUGH FRIDAY FROM 8 A.M. TO 5 P.M.
AND SATURDAYS FROM 9 A.M. TO 12 P.M.**

LANDSCAPE SERVICE IS NOT PERMITTED ON SUNDAYS OR HOLIDAYS.

TREE SERVICE IS PERMITTED MONDAY THROUGH FRIDAY FROM 8 A.M. TO 5 P.M.

TREE SERVICE IS NOT PERMITTED ON SATURDAY, SUNDAYS OR HOLIDAYS.

ALL TREE REMOVALS REQUIRE A TREE REMOVAL PERMIT FROM THE VILLAGE.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.

YOU MUST PROVIDE A STREET ADDRESS ON YOUR APPLICATION FORM.

GENERAL REGULATIONS FOR LANDSCAPERS

Local Law 2-2023

(Amendment to Chapter 182 "Peace and Good Order")

Landscaping functions may be performed by landscapers during the hours of 8:00 a.m. through 5:00 p.m. Monday through Friday, and **9:00 a.m. through 12:00 p.m. on Saturday.**

Landscaping is not permitted on Sundays or Holidays.

Tree work is not permitted on Saturdays, Sundays or Holidays.

Local Law 7 of 2001

No gardener, landscaper or any person performing a gardening or landscaping function shall cause or permit anyone to blow, rake or otherwise cause or permit leaves, grass or other debris to be deposited onto or remain in or upon the public highway or right of way or onto, in or upon adjoining property.

No gardener, landscaper or any person performing a gardening or landscaping function shall cause or permit anyone to spill or dump oil, gasoline or other petroleum products or any pesticides or other chemicals on a public highway or right of way or anywhere on the ground. No equipment shall be filled or refilled except over a drop cloth or other device designed to catch and retain any accidental spillage.

No gardener, landscaper or any person performing gardening or landscaping function shall cause or permit anyone to remove any tree without a permit as required by Local Law #2 of 1991 of the Incorporated Village of Roslyn Harbor.

No gardener, landscaper or any person performing a gardening or landscaping function shall burn any waste paper, rubbish, leaves, cuttings, wood or other waste materials at any time within the boundaries of the Incorporated Village of Roslyn Harbor nor cause or permit any other person to do the same.

No gardener, landscaper or any person performing a gardening or landscaping function shall place any garbage, refuse, cuttings, leaves, wood or other materials or debris upon any public highway or right of way or upon any public or private place or property except with the consent of the owner.

I have read and understand the above rules and regulations and have explained the same to my employees.

Signed: _____

(Proprietor, partner, managing member or corporate officer)



INCORPORATED VILLAGE OF
Roslyn Harbor

INDEMNIFICATION/HOLD HARMLESS AGREEMENT

The Vendor/Contractor shall indemnify and hold harmless the Inc. Village of Roslyn Harbor, its officers, employees, and/or agents from any and all liability, damage, loss, claims, demands and actions of any nature whatsoever, for any reason whatsoever, foreseeable or unforeseeable, which arises out of or is connected with, or is claimed to arise out of to be connected with, any undertaking, product, goods, merchandise, products, services sold and/or work supplied, furnished or performed by the Vendor/Contractor or its subcontractors, agents, servants, or employees, including without limiting the generality of the foregoing, all liability, damages, loss, claims, attorneys, court and adjusting fees, demands and actions on account of personal injury, death or property loss to the Inc. Village of Roslyn Harbor its officers, employees, agents or to any other persons, third parties, or property, but shall not include claims resulting from the gross negligence or willful misconduct of the Inc. Village of Roslyn Harbor. This indemnity and hold harmless is intended to be as broad as is permitted by law and to include claims of every kind and nature – for tort, under contract; for strict liability or other liability without fault; under statute, rule, regulation or order; and otherwise.

IN WITNESS WHEREOF, the undersigned has duly executed this Agreement the ____ day of _____, 202__.

Name of Firm

Address

Contractor's Signature

(Please Print Name and Title)

Witness:

Signature

Date

Print Name