



INCORPORATED VILLAGE OF  
**Plandome Heights**

37 Orchard Street, Manhasset, New York 11030  
Tel: (516) 627-1136 Fax: (516) 627 1393  
www.plandomeheights-ny.gov

**Kenneth C. Riscica**  
Mayor

**Daniel Cataldo**  
**Silva Ferman**  
**Gus Panopoulos**  
**Dianne Sheehan**  
**Alvin Solomon**  
**Norman Taylor**  
Trustees

**Arlene Drucker**  
Clerk -Treasurer

**Lisa Fanuka**  
Deputy Clerk

**Lenore "Lee" Regan**  
Court Clerk

**Cye E. Ross, Esq.**  
Village Justice

**Mary Breen Corrigan**  
Prosecutor

**Edward P. Butt, AIA**  
Building Inspector  
Stormwater Mgmt.  
Officer

**Bart Giusto**  
Emergency Mgmt.  
Coordinator

**Maryann Grieco**  
Architectural Review  
Board, Chair

**Eugene O'Connor**  
Zoning and Appeals  
Board, Chair

**James Madison**  
Planning Board, Chair

**Trey Harragan**  
Technology Advisory  
Board, Chair

April 28, 2020

RE: Construction guidelines during this period

Dear Resident:

I write to give you an update on, and clarify, the status of residential construction under the Governor's "essential business" guidelines so that the rules can be understood as fair, applied consistently and enforced. My goal is to promote common knowledge so we are joined in the effort.

On March 23, 2020, we announced that non-emergency construction was declared "non-essential" by the Governor and that we would follow the law. Since then, changes and interpretations were issued and the current guidance is codified below in plain, not technical, language.

- Normal operations of your home – In order to "shelter in place," maintaining the normal operations, not improvement, of your home are considered essential. So, for example,
  - o Utilities – Maintenance (not upgrade) of existing phone, internet, HVAC, water, waste water, are considered part of normal operations of your home. So, these public utilities can work on/in your home, if you permit, to "maintain" these services if they are not working, subject to their own safety guidelines.
  - o Other functions – If you have other work that does not require a building permit, a backed-up drain, a faulty electrical situation, a full cesspool, extermination, that is essential to the normal operation of your home, that work (to maintain essential elements, not to improve) can be done, if you choose to permit them in your home.
- One-person contractors – In virtually all cases, a single tradesperson, working alone, can work in your home, if you want to allow them. The key is that person is not part of a crew that can spread infection among themselves and others.
- Work requiring a building permit – For work that requires a building permit, the work must be deemed "emergency" or "essential" by the Village. In order to ensure consistent application of the law, work requested to be performed during this period of emergency that requires a building permit requires the homeowner to document (a) why the situation is an emergency/essential and (b) the minimum work necessary to address it, among other things. This request will be reviewed by the Village up to and including the Village Attorney in order to ensure lawfulness and consistency. For further details, contact the Village Clerk.

We understand that delaying desirable projects, that are non-essential, may involve hardship; unfortunately, that is the law we have been given to apply consistently.

These, in plain language, are the standards being applied so please: (1) apply these standards to your own home and (2) report any concerns to Village Hall so that we can consistently apply and enforce the standards. Email me at Mayor@PlandomeHeights-NY.com or call me in Village Hall (627-1136) if you have questions.

Be safe, practice social distancing, be patient, help others.

Sincerely,  
INC. VILLAGE OF PLANDOME HEIGHTS

*Ken*

Kenneth C. Riscica  
Mayor