

Appendix 12-5:

NYPA Crossing Permit Application and Instructions



POWER AUTHORITY OF THE STATE OF NEW YORK
APPLICATION FOR PERMIT TO DO WORK ON OR TO USE
REAL PROPERTY OWNED BY OR UNDER THE JURISDICTION
OF POWER AUTHORITY

- 1. Name of Applicant:
Address:
Contact Person:
Telephone No. Email:
2. Location of property (County, Town, Etc.):
3. Power Authority Map and Parcel No. (If known):
4. Is Applicant the fee owner of the property? YES NO
If property is owned by an entity other than the Authority:
a) What is the name and address of the fee owner?
b) Does Applicant have the permission of the fee owner to use the property?
YES NO
If yes, please attach a copy of the written instrument granting such permission.
5. What use will be made of the property?
a) Will there be any permanent facilities constructed? YES NO
b) Will there be any temporary facilities constructed? YES NO
If yes, how long will the facilities be in place?
c) Is the use of the property for:
1) Private residential:
2) Multiple/subdivision residential:
3) Commercial:
4) Other:
6. If the proposed use will require chemicals, combustibles and/or explosives please list the materials to be used:



NYPA Real Estate Permit Application

7. Please attach the following documents to this application (electronic submission is acceptable unless size is prohibitive):

- a) Attach a map, plan or sketch showing location of excavation or construction or use of Authority property/facilities. Photograph exhibits are acceptable.
- b) Attach applicable architect/engineering drawings.
- c) Attach a **Scope of Work**, describing in detail the activity to take place on Power Authority land or within the Power Authority easement. Include the type of equipment to be used and its maximum height if working within a Power Authority transmission line easement.
- d) Attach a completed Authority **Certificate of Insurance**.

8. Will work be performed by Applicant or Contractor? _____

a) If known at this time, what contractor will perform the work?

b) If contractor is unknown at this time, notification of the contractor must be made to the Authority prior to the start of any work, and proper insurance certificates must be submitted.

9. Applicant understands that issuance to him/her/them of a permit by the Power Authority to accomplish the foregoing does not relieve him/her/them of the responsibility to comply with all applicable federal, state, and local laws, rules, codes and regulation and to obtain all other permits, consents, and licenses required by others including governments and the owner(s) of the property if other than applicant.

Date: _____ Signature: _____



NYPA LAND USE PERMIT APPLICATION INSTRUCTIONS

Thank you for your interest in applying for a permit to do work on land under the control of the New York Power Authority. This packet includes general instructions, a permit application, and an example of the required insurance forms. Please note that this information is general and not specific to any current proposed project. You may be required to supply additional materials, depending on the specific application. Electronic submission of your application is preferred.

Typically, the completed application is returned accompanied by the following:

- A detailed scope of work referencing all aspects the project.
- A full set of stamped construction drawings, if applicable.
- An aerial photograph depicting the intended area of use.
- Clearances to any transmission lines, if applicable.
- Excavation/disturbances over underground features (i.e., conduits), if applicable.
- A Health and Safety Plan (HASP) specific to this project and job, following this template:



NYPA HASP
Template 05-05-20 R1

- COVID-19 affirmation <https://forms.ny.gov/s3/ny-forward-affirmation>
- Any other information the applicant feels would assist in our review.

The insurance requirements listed below MUST be sent with the application packet. Your application is not considered complete and cannot be reviewed or drafted without the following:

- A completed ACORD form. Typical limits are:
 - \$2M in commercial general liability
 - \$1M in business auto
 - \$3M in umbrella/ excess liability.
 - Professional Services, Watercraft, Riggers and/or Pollution Liability may be added by our reviewers, if any are deemed applicable.
- A certificate evidencing NYS worker's comp insurance.
- Additional Insured Endorsement (example attached). The specific additional endorsement **MUST** be supplied.
- Waiver of Subrogation Endorsement (example attached). The specific additional endorsement **MUST** be supplied.

Submission of complete and comprehensive applications will aid in expediting the issuance of permits.

Please feel free to contact me with specific questions about your permit application or the review process:



**NY Power
Authority**

ANDREW M. CUOMO
Governor

JOHN R. KOELMEL
Chairman

GIL C. QUINIONES
President and Chief Executive
Officer

Karen Cline, Real Estate Administrator, Western Region
Niagara Power Project
(716) 286-6923
karen.cline@nypa.gov