

## **Facility Legal Requirements**

### **PRC Matrix of Procedures for Facility Licenses, Permits, Inspections and Certificates**

In order to ensure the safety of PRC facilities, regular licenses, permits, inspections and certificates are required. The following procedures are to be followed regarding these requirements.

#### **Facility Licenses, Permits, Inspections and Certificates**

PRC is responsible for ensuring that its facilities and operations are safely operated for the staff and patrons that use them. Staff are responsible for ensuring that all licenses, permits, inspections and certificates are completed and records of these are kept on file. However, as laws and other circumstances may change, it is the responsibility of the facility manager to ensure that all applicable statutes are followed.

#### **Inspections**

Westchester County Health Department

Westchester County Department of  
Social Services (DSS)

Westchester County Dept. of Public  
Safety Inspections Fire Extinguishers

Boiler Inspections - contractor

Elevator Inspections – contractor

PRC Staff under guidelines of NYS  
Dept. of Environmental Protection

Playland Park Staff

PRC Staff

#### **Licenses**

NYS Dept. of Alcohol, Tobacco and

#### **Facilities**

Pools, beaches, summer camps, concessions,  
Westchester County Center, Playland, Muscoot  
Farm, Twin Lakes Equestrian Stable, group picnic  
permits, large-scale events, water systems

Camp Morty

All facilities

All facilities

Administration building, County Center, Tibbetts  
Brook Park, Glen Island Harbor Club

All dams, bridges and culverts

Playland Amusement Rides

Daily site inspection of park/facility

Lasdon Park, Westchester County Center, Playland,

Firearms	group picnic permits, large-scale events, concessions at golf courses
NYS Dept. of Motor Vehicles	General Maintenance/various locations
New York State Department of Environmental Conservation	Wildlife Management - Dog tracking license, hunting license for deer management
<b>Permits</b>	
Westchester County Health Dept.	Pools, summer camp operation, Gasoline Vapor Recovery System
New York State Department of Environmental Conservation	Nuisance Wildlife permit -- collection permit
United States Federal Wildlife Service	Wildlife Management – oil goose eggs, collection permits
New York State Department of Environmental Protection	Wildlife Management – access permit for deer management
<b>Certificates</b>	
Pro Safety Services, LLC	Respiratory Protection – for all Maint. staff Blood Borne Pathogens – for all Maint. staff