



CITY OF ELIZABETH, NEW JERSEY
DEPARTMENT OF NEIGHBORHOOD SERVICES
BUREAU OF CONSTRUCTION
 50 Winfield Scott Plaza, Elizabeth, NJ 07201-2462
 Phone (908) 820-4093 Fax (908) 820-4245
 www.Elizabethnj.org

J. CHRISTIAN BOLLWAGE
 MAYOR

RAYWANT P. SARRAN
 CONSTRUCTION OFFICIAL

DEMOLITION CHECKLIST

THE FOLLOWING LIST OF REQUIREMENTS MUST BE MET BEFORE A DEMOLITION PERMIT CAN BE ISSUED:

- 1) A certification from an ENVIRONMENTAL AGENCY attesting to the status of asbestos disturbance.
- 2) Proof of buried tank removal or closure.
- 3) Proof of disconnection and removal of appurtenances from Water Company.
- 4) Proof of disconnection and removal of appurtenances from Electric Utility Company.
- 5) Proof of disconnection and removal of appurtenances from Gas Company.
- 6) Proof of disconnection and removal of appurtenances from Cable Company and Telephone Company.
- 7) Sewer line must be capped off. (Plumbing Permit Required)
 - a) Inspection of cap off must be conducted by Plumbing Inspector prior to demolition.
- 8) Certificate of Abatement for pest control treatment.
 - a) Compliance certificate must be obtained from the Health & Human Services Department
- 9) Neighboring property owners must be notified at least **fourteen (14)** days prior to the commencement of demolition by regular and certified mail. Proof of notification to neighbors is required by this office.
- 10) Use of cutting torch – Permit required from Elizabeth Fire Prevention Bureau (908) 820-4040.
- 11) Footings, foundations and slabs must be removed and inspected before clean fill is installed.
- 12) Site must be left with grade the same as grounding grade.
- 13) Must Provide TEMPORARY FENCE surrounding the entire demolition area. Silt fence or bails of straw.
- 14) A dumpster must be placed on site during the entire demolition process & removed within 24 hours after completion.
- 15) Sidewalks must be kept in safe condition at all times, in the discretion of the Bureau of Construction & must be free of debris and must not hinder or obstruct the pedestrian traffic.
- 16) A portable toilet facility must be located on site and maintained in a sanitary condition for the duration of the demolition and must be removed within 24 hours after the completion of the demolition.

PHONE NUMBERS:

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|---|--|
| AMERICAN WATER COMPANY | (800) 272-1325 Press # 4 – speak w/ Representative |
| PUBLIC SERVICE ELECTRICAL DEPT. (PSE&G) | (800) 817-3366 Mon.-Fri. 8:00 AM – 3:30 PM |
| ELIZABETH TOWN GAS COMPANY | (800) 242-5830 Ask for a "Representative" |

PERMIT FEE SCHEDULE:

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|----------------------------|-----------|---|-----------------------|
| One & Two family dwellings | \$ 75.00 | } | + \$65.00 Plumbing |
| Multiple dwellings | \$ 100.00 | | |
| Commercial & Industrial | \$ 150.00 | | |
| Accessory Structures | \$ 50.00 | | |

New Construction Requirements:

- All permit applications
- Builder's License
- Two (2) sets of signed & sealed architectural plans
- Zoning Approval Letter OR Planning / Zoning Board Resolution
- Current Survey of Property
- Soil Compaction Report (If Demolition occurred)
- Soil Conservation Letter If lot size is over 5,000 feet (908) 526-2701
- Sewer Permit (Engineering Dept. 3rd Floor, 908-820-4271 (Letter from plumber required if using existing sewer))

Application for New Construction Certificate of Occupancy must be accompanied by:

- Home Warranty, New Property Survey