

DEMOLITION PERMIT CHECKLIST

As required by NJAC 5:23, the following documentation must be included with an application for a demolition permit. If any of the following are not applicable, include a letter indicating so (examples: no natural gas to the structure, no oil tank on site, no asbestos on or within the structure, etc.). You must call 1-800-272-1000 to locate all utilities before you dig.

- ☐ Site plan showing all structures to be demolished and all structures to remain.
- ☐ A plan showing how adjoining properties will be safeguarded.
- ☐ Service disconnect letters from all utility providers:
 - ☐ Water
 - ☐ Sewer: (1) Contact the Sewer Authority 732-775-8797 (2) A plumbing permit is also required from the Construction Department. A licensed plumber is required.
 - ☐ Gas
 - ☐ Electric
 - ☐ Other
- ☐ Oil tanks removed. A separate demolition permit (Fire Subcode) is required to remove oil tanks. If none, state so in letter form. In-ground tank removal requires a NJDEP certification.
- ☐ Septic tanks removed. If none, state so in letter form.
- ☐ Certification from a DEP licensed well driller indicating that all wells have been sealed. If none, state so in letter form.
- ☐ Copy of "Notification-to-Demolish" letters sent to adjoining property owners. Be sure to include the approximate date of demolition.
- ☐ A written statement or documentation that all friable asbestos has been removed in accordance with USEPA 40 CFR 61 subpart M. If no asbestos, state so in letter form.
- ☐ Contractors registration number if this is a residential or noncommercial structure.
- ☐ Freehold Soils Conservation District approval or exemption. 732-683-8500

A final inspection is required. Call 732-988-5200, ext. 261 or 262 to schedule. No debris shall be buried on site, the premises shall be maintained free from all unsafe or hazardous conditions by the proper regulation of the lot, restoration of established grades and the erection of the necessary retaining walls and fences.

OCEAN GROVE

Ordinance # 17-16

- All construction/demolition sites located within the Ocean Grove Historic District shall be enclosed with temporary safety fencing consisting of chain link fencing properly supported with posts not less than every eight (8') feet that is not less than four (4') in height and not to exceed six (6') feet in height, surrounding the perimeter of the construction/demolition site. This section shall apply to new construction projects, major renovation projects and demolition projects.
- Abutting Street and Sidewalk: The abutting street and sidewalk shall be kept free from dirt, sand and other materials. A temporary stone tracking pad, a minimum of twelve (12') wide and fifteen (15') long, must be installed from the curb onto the construction site.
- Posting Requirement: All construction sites shall post on-site the following information: the block, lot and address of the property; the name, address and telephone number of the General Contractor, along with all required permits so as to be visible to all Borough officials and sub-contractors in a weather-proof manner at all times.