



Building Department
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Closter, New Jersey 07624
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Demolition Permit Checklist

1. BUILDING PERMIT APPLICATION WITH PROPERTY TAX RECORD CARD FOR EXISTING BUILDING TO BE DEMOLISHED; ***NOTE:** BERGEN COUNTY UTILITIES AUTHORITY SEWER CONNECTION APPROVAL IS REQUIRED IF EXISTING BUILDING TO BE DEMOLISHED CONTAINS (2) BEDROOMS OR LESS, SUBJECT PROPERTY WILL HAVE CHANGE OF USE AND / OR IT IS VACANT / UNDEVELOPED LAND*;
2. PLUMBING PERMIT APPLICATION (SEWER CAP INSTALLATION);
3. UTILITY DISCONNECTIONS (GAS, WATER AND ELECTRIC);
4. HEALTH DEPARTMENT APPROVAL (PEST CONTROL AND PORTABLE TOILET);
5. ASBESTOS HAZARD ABATEMENT CERTIFICATION;
6. NOTIFICATION TO ALL ADJOINING PROPERTIES VIA CERTIFIED MAIL (RETURN RECEIPT IS NOT REQUIRED);
7. SEWER CONNECTION MARK-OUT BY DEPARTMENT OF PUBLIC WORKS (EMAIL CONFIRMATION IS REQUIRED);
8. EXISTING SURVEY HIGHLIGHTING ALL STRUCTURES TO BE DEMOLISHED;
9. TREE REMOVAL PERMIT;
10. BERGEN COUNTY SOIL CONSERVATION DISTRICT APPROVAL;

SITE INSPECTIONS WILL BE CONDUCTED PRIOR TO THE ISSUANCE OF DEMOLITION PERMITS (AS WELL AS THROUGHOUT DEMOLITION AND / OR CONSTRUCTION) TO ENSURE THE FOLLOWING CONDITIONS:

- * PROPER INSTALLATION OF SAFETY FENCING AROUND ALL HAZARDOUS AREAS;
- * PROPER INSTALLATION OF SILT FENCING AROUND ENTIRE PERIMETER;
- * PROPER INSTALLATION OF PORTABLE SANITARY FACILITIES;
- * PROPER INSTALLATION OF CONSTRUCTION ACCESS WHEEL BLANKETS AND MAINTAINING THOROUGHFARES FREE OF DEBRIS;
- * CLEARANCE OF ALL MATERIAL, EQUIPMENT, ETC. WITHIN AND INSTALLATION OF SAFETY FENCING AROUND ALL TREE DRIPLINES;
- * CONSPICUOUS POSTING OF PROPERTY ADDRESS;

PERMITTED HOURS FOR REPAIRS, DEMOLITION & CONSTRUCTION

MONDAYS THRU FRIDAYS:

7:00AM - 7:00PM

SATURDAYS:

9:00AM - 6:00PM

SUNDAYS, NEW YEAR'S DAY, MARTIN LUTHER KING, JR. DAY, MEMORIAL DAY, INDEPENDENCE DAY, LABOR DAY, THANKSGIVING AND CHRISTMAS:

PROHIBITED