BOROUGH OF NEW MILFORD
BUILDING DEPARTMENT

DEMOLITION PERMITS

Below is a checklist of what is required as per NJ Uniform Construction code 5:23-2.17 before receiving a demolition and new home construction permit. There might be additional applications needed to prior approval of a demo permit depending on the location of your property. Failure to include will result in a delay of the permit processing procedure.

1. ___Completely fill out yellow permit folder, the building sub code section of the counter form with the demolition contractor information and federal ID number, include a copy of your NJ contractor's registration card. If a new house is being proposed, include zoning sheet and a site plan of the new house with the setbacks provided.
A)____ **Plumbing subcode might be needed** for water service disconnect or capping of water service or sewer line.
B)____ **Electric subcode might be needed** for temporary electric service. (ordinances enclosed)

2. ___Submit cut off letter from PSE&G, 1-800-817-3366 or visit www.demolition@pseg.com

3. ___Submit cut off letter from United Water 1-800-422-5987

4. ___Submit a cut off letter from your phone/ cable company.

5. ___Dig number is required prior to demolition call 1-800-272-1000

6. ___Submit an asbestos certification from a certified asbestos contractor who shall certify to the best of the contractor's knowledge & belief that asbestos has been properly abated in accordance with the code.

7. ___Submit a receipt from a pest control company regarding baiting the property for rodents.

8. ___Notify all adjacent property owners and submit copies of certified return mail receipts (green cards) and notification letter sent advising the neighbors of the demolition or removal of a building or structure. [Template included in demo packet]

9. ___**Temporary fences are required** around total area of site.

10. ___If a new house is being proposed submit drainage calculations from a licensed professional engineer and site plan for locations of seepage pits or drainage retention system to comply with the zero runoff ordinance adopted by the State. A $1,000.00 check made payable to the Borough of New Milford for escrow deposit is required for the Borough Engineer to review the drainage calculations and plans, and W9 form filled out in blue ink.

11. ___A Soil Erosion and Sediment Control Plan Certification is required prior to the start of any project that disturbs more than 5,000 square feet submit a copy of application submitted to BC Soil. If your project is disturbing less than 5,000 s.f. of soil, a limited line of disturbance must be on the printed on the site plan.

12. ___If your property is located in the flood zone include a copy of the NJ DEP jurisdictional determination application and approval given by the NJ DEP allowing you to build.

Name of person in charge _____ Phone #_____ Date_____

Homeowner
Adjourning neighbor's address
New Milford, NJ 07646

Your name, (Homeowner, Contractor, etc)
Your address
Your city and state, zip code

RE: Demolition address, New Milford NJ 07646

Dear Neighbor;

Please be advised the above address is in the process of being scheduled to be demolished. Proper permits and applications have been submitted to the Borough of New Milford's building department. Zoning approval is being obtained and plans for the new proposed have been submitted to the building department for your review. If you should have any questions please feel free to write to me.

Very truly yours,

Your Signature

cc: New Milford Building Department

(Applicant please attach of certified return receipts date stamped by the NJ postal office)

State of New Jersey
Department of Community Affairs
Division of Codes and Standards
PO Box 802
Trenton, New Jersey 08625-0802

Jon S. Corzine
Governor

Joseph V. Doria, Jr.
Commissioner

BULLETIN NO.

08-1

BULLETIN

Date: **October 2008**

Subject: **Hard-Wired, Interconnected Smoke Alarms vs. Low-Voltage Smoke-Detection Systems**

Reference: **2006 International Residential Code, Section R313.1**

It has come to the Department of Community Affairs' attention that low-voltage smoke-detection systems are being approved for installation in lieu of the code required hard-wired, interconnected smoke alarms. This bulletin is intended to clarify the code requirements for smoke alarms and to provide guidance on granting variations for low-voltage smoke-detection systems.

Section R313.1 of the 2006 International Residential Code (IRC) states, "All smoke alarms shall be listed in accordance with UL 217, and installed in accordance with the provisions of this code and the household fire-warning equipment provisions of NFPA 72. Household fire-alarm systems installed in accordance with NFPA 72 that include smoke alarms, or a combination of smoke detector and audible notification device installed as required by this section for smoke alarms, shall be permitted. The household fire-alarm system shall provide the same level of smoke detection and alarm as required by this section for smoke alarms in the event the fire-alarm panel is removed, or the system is not connected to a central station."

Section R313.1 prohibits the use of low-voltage smoke-detection systems in lieu of hard-wired smoke alarms. Hard-wired, interconnected smoke alarms are required to be installed in all cases. However, National Fire Protection Association (NFPA) Standard 72 prohibits more than 12 hard-wired, interconnected smoke alarms from being installed. In the case where a dwelling requires more than 12 smoke alarms to be installed, the Department recommends that the fire subcode official require permit applicants to apply for a variation for the installation of a low-voltage smoke-detection system. A variation should not be granted on the basis that the owner or occupant *chooses* to install more than 12 smoke alarms; the fire subcode official should grant the variation only when the design of the building is such that it *requires* more than 12 smoke alarms.

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BULLETIN NO.

08-1

BULLETIN

In the case where more than 12 smoke alarms are required, a variation for the installation of a low-voltage smoke-detection system must be contingent upon all of the following:

1. Electronic supervision by an approved monitoring company for the life of the system;
2. A monitoring contract from the supervising company; and
3. A testing and service company contract which provides for maintenance, inspection, and testing per NFPA 72 for Household Fire Alarm Systems.

There are smoke alarms on the market that connect to an A/C power source which have a wireless transmitter, so that the smoke alarms can be interconnected to other smoke alarms without running wires between each alarm. These devices meet the requirements of IRC/2006, Section R313.1 and do not require a variation. However, the A/C power source must be supplied in accordance with Section R313.3 of the IRC/2006. This section requires that the power supply be from the building's permanent wiring, without a disconnect other than the required overcurrent protection. Additionally, these smoke alarms are required to have a battery backup supply. Completely wireless battery-powered alarms do not meet the power source requirements and are not an approved type of smoke alarm.

New Jersey Department of Agriculture
Bergen County Soil Conservation District
NATURAL RESOURCE CONSERVATION SERVICES

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Soil Erosion and Sediment Control Program

The Bergen County Soil Conservation District is responsible for reviewing and certifying Soil Erosion and Sediment Control Plans as mandated by the Soil Erosion and Sediment Control Act, Chapter 251, P. L. 1975.

What Projects Require a Certified Soil Erosion and Sediment Control Plan?

A Soil Erosion and Sediment Control Plan Certification is required prior to the start of any project that disturbs more than 5,000 square feet including:

- Projects requiring a **construction permit** except that the construction of a single family dwelling unit shall not be deemed a "project" unless such unit is part of a proposed subdivision, site plan, conditional use, zoning variance, planned development or construction permit application involving two or more single family dwelling units or demolition (see below).
- **Demolition** of one or more structures and any associated soil disturbance of more than 5000 square feet including the construction of one single-family dwelling or other project shall obtain a Soil Erosion and Sediment Control Plan Certification.
- Construction of a **parking lot**.
- Construction of a **public facility** such as any building; pipeline; highway; electricity, telephone or other transmission line; or any other structure to be constructed by a public utility, municipality, county or the State or any agency or instrumentality thereof.
- Operation of any **mining** or **quarrying activity**.
- **Clearing** or **grading** of any land for other than agricultural or horticultural purposes.

How to Apply for a Soil Erosion and Sediment Control Plan Certification

Applicants must submit the following:

Four (4) signed and sealed copies of the Soil Erosion and Sediment Control Plan and related detail sheets. One (1) signed and sealed copy of the entire site plan set.

One (1) signed and sealed copy of the project drainage report and supporting stability and erosion control calculations.

A fully completed Hydraulic and Hydrologic Data Base Summary Form for each stormwater management basin as applicable.

A fully completed application form with the project owner's signature.

A check payable to the Bergen County Soil Conservation District in the amount calculated from the appropriate section of the Bergen County SCD Fee Schedule.

How to Apply for an Exemption from the Soil Erosion and Sediment Control Act

Submit the following:

A check for $65.00 payable to the Bergen County Soil Conservation District

A letter requesting an exemption and stating the reason the project is exempt. Include the project name, address, block and lot numbers, project owner's name and address

Projects Disturbing Less Than 5,000 Square Feet - one (1) signed and sealed copy of the project site plan showing a clearly delineated and labeled limit of disturbance line measuring an area of disturbance less than 5,000 square feet. The line must be on the plan prior to printing.

Single Family Dwellings - one (1) signed and sealed copy of the project site plan showing the construction of one single family dwelling that is **not** part of a proposed subdivision, site plan, conditional use, zoning variance, planned development or construction permit application involving two or more such single family dwelling units, and does not involve the demolition of one or more existing structures.

Forms, Fee Schedule, Notes

Application Form
Application Addendum
Hydraulic and Hydrologic Data Base Summary Form
Fee Schedule
Soil Erosion and Sediment Control Notes

All forms are in Adobe Acrobat format. You can download the FREE Adobe Acrobat reader by clicking on the Adobe Acrobat logo below.

Get Adobe Reader

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New Jersey Natural Resources Conservation Program

For District Use Only
Application Number

APPLICATION FOR SOIL EROSION AND SEDIMENT CONTROL PLAN CERTIFICATION

The enclosed soil erosion and sediment control plan and supporting information are submitted for certification pursuant to the Soil Erosion and Sediment Control Act, Chapter 251, P.L. 197 as amended (NJSA 4:24-39 et. seq.) An application for certification of a soil erosion and sediment control plan shall include the items listed on the reverse side of this form.

Name of Project		Project Location: Municipality	
Project Street Address		Block	Lot
Project Owner(s) Name			Phone # Fax #
Project Owner(s) Street Address (No P.O. Box Numbers)		City	State Zip
Total Area of Project (Acres)	Total Area of Land to be Disturbed (Acres)	No. Dwelling or other Units	Fee $
Plans Prepared by*			Phone # Fax #
Street Address		City	State Zip

*(Engineering related items of the Soil Erosion and Sediment Control Plan MUST be prepared by or under the direction of and be sealed by a Professional Engineer or Architect licensed in the State of New Jersey, in accordance with NJAC 13:27-6.1 et. seq.)

Agent Responsible During Construction		
Street Address		
City State Zip	Phone	Fax #

The applicant hereby certifies that all soil erosion and sediment control measures are designed in accordance with current Standards for Soil Erosion and Sediment Control In New Jersey and will be installed in accordance with those Standards and the plan as approved by the Soil Conservation District and agrees as follows:

1. To notify the District in writing at least 48 hours in advance of any land disturbance activity. Failure to provide such notification may result in additional inspection fees.
2. To notify the District upon completion of the Project (Note: No certificate of occupancy can be granted until a report of compliance is issued by the District.
3. To maintain a copy of the certified plan on the project site during construction.
4. To allow District agents to go upon project lands for inspection.
5. That any conveyance of this project or portion thereof prior to its completion will transfer full responsibility for compliance with the certified plan to any subsequent owners.
6. To comply with all terms and conditions of this application and certified plan including payment of all fees prescribed by the district fee schedule hereby incorporated by reference.

The applicant hereby acknowledges that structural measures contained in the Soil Erosion and Sediment Control Plan are reviewed for adequacy to reduce offsite soil erosion and sedimentation and not for adequacy of structural design. The applicant shall retain full responsibility for any damages which may result from any construction activity notwithstanding district certification of the subject soil erosion and sediment control plan. It is understood that approval of the plan submitted with this application shall be valid only for the duration of the initial project approval granted by the municipality. All municipal renewals of this project will require submission and approval by the district. In no case shall the approval extend beyond three and one half years at which time resubmission and certification will be required. Soil Erosion and Sediment Control Plan certification is limited to the controls specified in the plan. It is not authorization to engage in the proposed land use unless such use has been previously approved by the municipality or other controlling agency.

1. Applicant Certification* Signature Date Applicant Name (Print)	3. Plan determined complete: Signature of District Official Date
2. Receipt of fee, plan and supporting documents is hereby acknowledged: Signature of District Official Date	4. Plan certified, denied or other actions noted. Special Remarks: Signature of District Official Date

*Other than project owner, written authorization of owner must be attached.

(F) ADDITIONAL FEES (based on hourly rates for professional & technical staff)

(1) **Reinspection** - A fee of $40 will be charged when a requested inspection for the issuance of a Report of Compliance is performed, and the site is not stabilized in accordance with the NJ Standards for Soil Erosion and Sediment Control. This fee is payable upon the reinspection and subsequent issuance of the Report of Compliance. No Report of Compliance will be issued until all fees are paid in full.

(2) **Resubmission** - A fee of $60 per hour will be charged to review/certify Soil Erosion and Sediment Control Plans which have been previously denied by the District. Additionally, all inspection/compliance fees must be updated in accordance with the current fee schedule with credit given for the unused portion of those fees previously paid. NOTE: A major revision to the original Soil Erosion and Sediment Control Plan will constitute an entire new submittal (plans, application form, fee).

(3) **Recertification** - A fee of $60 per hour will be charged to review/certify Soil Erosion and Sediment Control Plans which have been previously certified by the District, but have been revised or modified. Additionally, all inspection/compliance fees must be updated in accordance with the current fee schedule with credit given for the unused portion of those fees previously paid. NOTE: A major revision to the original Soil Erosion and Sediment Control Plan will constitute an entire new submittal (plans, application form, fee).

(4) **Plan/Application Withdrawal** - A fee of $60 per hour will be charged for services performed up to the time of withdrawal. The District must receive the project owner's written request for withdrawal prior to the start of construction.

(5) **Noncompliance** - A fee of $40 per hour will be charged for additional inspections required as a result of noncompliance with the certified Soil Erosion and Sediment Control Plan and/or the NJ Standards for Soil Erosion and Sediment Control Plan. Projects under construction, which have not provided the District with written advance notice (48 hours) of their intent to start construction, will be considered to be in noncompliance. No Report of Compliance will be issued until all fees are paid in full. The applicant will be notified immediately upon the imposition of these fees.

(6) **Stop Construction Order** - A fee of $60 per hour will be charged for District services as well as full reimbursement of all legal and miscellaneous fees incurred by the District as the result of the issuance, enforcement, and lifting of a District issued Stop Construction Order. No Stop Construction Order will be lifted until all fees are paid in full. An itemized breakdown of District Stop Construction Order expenses will be furnished upon the written request of the project owner.

(7) **Extraordinary Expenses** - Where a project continues beyond the original certification period or where extraordinary review, inspections, or other services have exhausted the original project fee payment, the District shall notify the applicant that additional fees shall be required.
Such additional fees shall, at the option of the District, be based upon: (a) the hourly rates for such required additional services ($60 per hour for plan review, $40 per hour for inspection) or (b) based upon the current approved fees for the area, number of lots or other units remaining to be completed and stabilized with permanent measures to control soil erosion and sedimentation.
The District shall, upon the applicants request, provide an accounting of services provided which have resulted in the exhaustion of the original review, inspection, and enforcement fee payment.
With respect to this policy, extraordinary means additional required project review and inspection related services which exceed those anticipated under fees previously paid and cannot be covered by that fee amount. No Report of Compliance will be issued until all fees are paid in full.

(8) **Returned Check Charge** - A fee of $50 will be charged for any check which fails to properly clear through the bank. All fees must be paid in full before the project application is processed.

An application for certification of a soil erosion and sediment control plan shall include the following items.

1. One copy of the complete subdivision, site plan or construction permit application, including key map as submitted to the municipality (Architectural drawings and building plans and specifications not required.) which includes the following:
   a. Location of present and proposed drains and culverts with their discharge capacities and velocities and support computations and identification of conditions below outlets.
   b. Delineation of any area subject to flooding from the 100-year storm in compliance with the Flood Plains Act (NJSA 58:16A) or applicable or applicable municipal zoning.
   c. Delineating of streams, wetlands, pursuant to NJSA 13:9B and other significant natural features within the project area.
   d. Soils and other natural resource information used. (Delineation of the project site on soil map is desirable.)
   e. Land cover and use of area adjacent to the land disturbance.
   f. All hydraulic and hydrologic data, describing existing and proposed watershed conditions and HEC1, HEC2, WSP2 and TR20 and other electronic input files, if used, of existing and proposed conditions and a completed copy of the Hydraulic and Hyrdologic Data Base Summary Form, SSCC 251 HDF1.

2. Four copies of the soil erosion and sediment control plan at the same scale* as the site plan submitted to the municipality or other land use approval agency to include the following: (This information shall be detailed on the plat)
   a. Proposed sequence of development including duration of each phase in the sequence.
   b. Site grading plan showing delineation of land areas to be disturbed including proposed cut and fill areas together with existing and proposed profiles of these areas.
   c. Contours at a two* foot interval, showing present and proposed ground elevation.
   d. Locations of all streams and existing and proposed drains and culverts.
   e. Stability analysis of areas below all points of stormwater discharge which demonstrates a stable condition will exist or there will be no degradation of the existing condition.
   f. Location and detail of all proposed erosion and sediment control structures including profiles, cross sections, appropriate notes, and supporting computations.
   g. Location and detail of all proposed nonstructural methods of soil stabilization including types and rates of lime, fertilizer, seed, and mulch to be applied.
   h. Control measures for non-growing season stabilization of exposed areas where the establishment of vegetation is planned as the final control measure.
   i. For residential development - control measures to apply to dwelling construction on individual lots and notation that such control measures shall apply to subsequent owners if title is conveyed. This notation shall be shown on the final plat.
   j. Plans with a notation for maintenance of permanent soil erosion and sediment control measures and facilities during and after construction, also indicating who shall have responsibility for such maintenance.

3. Appropriate fees. (As adopted by the individual district.)

~~4. Additional items as may be required.~~

*Individual districts may require modifications in the above list.

BERGEN COUNTY SOIL
CONSERVATION DISTRICT
700 Kinderkamack Road, Suite 106
Oradell, NJ 07649
(201) 261-4407

New Jersey Natural Resources Conservation Program

BERGEN COUNTY SOIL CONSERVATION DISTRICT

700 Kinderkamack Road
Suite 106
Oradell, New Jersey 07649
Telephone (201) 261-4407
Fax (201) 261-7573

Attention:

You are required to notify the Bergen County Soil Conservation District, *in writing*, at least **forty eight (48) hours** prior to the start of any land disturbing activity (e.g., clearing, grading, filling, soil stockpiling, demolition, etc.).

Failure to do so will result in the imposition of non-compliance fees.

Important: Demolition of existing structures is considered soil disturbance. Do not proceed with demolition until you have notified us in writing.

BOROUGH OF NEW MILFORD
BERGEN COUNTY, N.J.

ORD. # 2008:12

INTRODUCED	August 25, 2008
PASSED FIRST READING	August 25, 2008
PUBLIC HEARING	September 22, 2008
ADOPTED	September 22, 2008
APPROVED	September 22, 2008

Mayor Frank DeBari

This is to certify that the foregoing ordinance was finally passed and adopted at the regular meeting of the Council of the Borough of New Milford, New Jersey on September 22, 2008 and that same was approved by the Mayor on September 22, 2008.

Christine Demiris
Borough Clerk

BOROUGH OF NEW MILFORD
ORDINANCE # 2008:12

AN ORDINANCE TO AMEND CHAPTER X, PART VII OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF NEW MILFORD, BUILDING AND HOUSING CODE, ENTITLED LIGHTING

NOW THEREFORE BE IT ORDAINED by the Mayor and Council of the Borough of New Milford in the County of Bergen, State of New Jersey, that Chapter X, of the Revised General Ordinances of the Borough, Building and Housing Code entitled "Lighting" is hereby amended to include section 10-2.35 to read as follows:

10-2.35 Temporary Electric Supply. No temporary electric wiring shall be used during any period of construction, across property lines or encroaching upon any sidewalk, roadway, alley, right of way or easement. All on-site electric wiring must be from appliance or extension cords which are directly run from the electrical fixture to an approved outlet and which do not lie under rugs or other floor coverings, nor extend through doorways, transoms, or other openings through structural elements. The foregoing shall not apply in the event of any emergency to supply electric to any legally occupied dwelling unit.

BE IT FURTHER ORDAINED that the remainder of this ordinance remains unchanged and that this amendment shall become effective upon passage and publication in accordance with law.

BE IT FURTHER ORDAINED that a copy of this ordinance be forwarded to the New Milford Building Department.

Introduction: August 25, 2008
Adopted: September 22, 2008

BOROUGH OF NEW MILFORD
BERGEN COUNTY, N.J.
ORD. # 2008:11

INTRODUCED	August 25, 2008
PASSED FIRST READING	August 25, 2008
PUBLIC HEARING	September 22, 2008
ADOPTED	September 22, 2008
APPROVED	September 22, 2008

Mayor Frank DeBari

This is to certify that the foregoing ordinance was finally passed and adopted at the regular meeting of the Council of the Borough of New Milford, New Jersey on September 22, 2008 and that same was approved by the Mayor on September 22, 2008.

Christine Demiris
Borough Clerk

BOROUGH OF NEW MILFORD
ORDINANCE # 2008:11

AN ORDINANCE TO AMEND CHAPTER X, PART IV OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF NEW MILFORD, BUILDING AND HOUSING CODE, ENTITLED WATER SUPPLY

NOW THEREFORE BE IT ORDAINED by the Mayor and Council of the Borough of New Milford in the County of Bergen, State of New Jersey, that Chapter X, of the Revised General Ordinances of the Borough, Building and Housing Code entitled "Water Supply" is hereby amended to include section 10-2.16 to read as follows:

10-2.16 Temporary Water Supply. No temporary water service shall be used by means of hoses, above ground pipes or other devices during any period of construction or demolition, across property lines or encroaching upon any sidewalk, roadway, alley, right of way or easement. The foregoing shall not apply in the event of any emergency to supply water to any legally occupied dwelling unit.

BE IT FURTHER ORDAINED that the remainder of this ordinance remains unchanged and that this amendment shall become effective upon passage and publication in accordance with law.

BE IT FURTHER ORDAINED that a copy of this ordinance be forwarded to the New Milford Building Department.

Introduced: August 25, 2008
Adopted: September 22, 2008