



Florham Park Borough Construction Department

111 Ridgedale Ave.

Florham Park, NJ 07932

973-410-5350 (Fax) 973-410-5490

APPLICATIONS FOR DEMOLITION OF DWELLINGS

MUST INCLUDE THE FOLLOWING:

1. Closure letters from all utilities connected to the structure, including but not limited to the following:
 - a. Electric (JCPL)
 - b. Gas (PSEG)
 - c. Sewer Dept.
 - d. Water Dept.
2. Rodent Abatement Letter dated 10 days prior to demolition
3. Signed and dated letter stating the following:
 - a. Either a permit application to remove OR a letter stating there are no UST's on the property
 - b. There is no asbestos present in the home (From Licensed Asbestos Abatement Co.)
 - c. There will be no trees cut **OR** a copy of the approved Tree Removal Permit
 - d. A Letter stating you have informed both the Fire & Police departments of impending demolition
4. If Applicable, Approval from Morris County Soil Erosion if disturbing over 5000 sq. ft. (see enclosed)
5. Completed Building Subcode and Permit Application Folder
6. **A 6' chain link securable fence shall be installed before the demolition takes place and shall remain until new home is backfilled, framed, sheathed, secured and approved by the Construction Official.**
7. If new foundation is not to be excavated immediately, then property is to be filled, leveled, seeded and maintained properly until new construction takes place in accordance with the municipal maintenance code

NOTE: **MUST INSTALL 6 ft chain link fence**, per ordinance No. 13-15, around the perimeter of excavation site prior to commencement of work.



Borough of Florham Park

111 Ridgedale Avenue
Florham Park, New Jersey 07932

(P) 973-520-1980

(F) 973-410-5498

www.fpboro.net

Water Service Line requirements for demolition:

The Florham Park Water Department will locate your curb box and shut off your water. We are only responsible up to that point.

1. A 24 hour notice is required for the inspection of the disconnected water line.
2. The utility requires 2' away from the curbox to disconnect towards the house.
3. The location of the cut line must be clearly marked with a stake after the backfill.
4. A Re-Connection fee payable to the Florham Park Water Utility is due at the time of permits. Please provide the utility with your name and mailing address for an invoice.
5. When the water service is reconnected to the curb box, a re-connection inspection must be completed. Notice is required for the inspection.

****If you need temporary water, must install your own temporary shut off valve or spigot. It must be protected from weather conditions and vandalism. Contact us for temporary water fees. All fees are due at the time of permits.**

Thank you.

Alex Zipeto
Florham Park Water Department
111 Ridgedale Ave.
Florham Park, NJ 07932
acangiano@fpboro.net



Borough of Florham Park

111 RIDGEDALE AVENUE
FLORHAM PARK, NEW JERSEY 07932

(P): 973-410-5300

(F): 973-377-5749

www.fpboro.net

Sewer Line requirements for demolition:

We may be able to provide a sketch which is for informational purposes only to aid you in the location of the line.

1. A minimum **24 hour notice** is required for the inspection of a capped sewer line by the Florham Park Sewer Utility. A sewer inspection form will be filled out when it is completed and the Building Department will be notified.
2. The FPSU is now requiring a cleanout to be installed at the place of the disconnect. The Utility requires the 4" sanitary sewer lateral cleanout to be temporarily sealed with a 4" rubber test cap located 1' foot from the right-of-way line, outside the right-of-way.
3. The location of the capped line must be clearly marked with a raised cleanout after the backfill.
4. A Re-Connection fee payable to the Florham Park Sewerage Utility is due at the time of permits. Please provide the utility with your name and mailing address for an invoice.
5. When the sewer lateral is reconnected to the main, a re-connection inspection must be completed. A **24 hour notice** is required for the inspection by the Florham Park Sewer Utility. **In order to successfully pass the re-connection inspection, the house sewer connection diagram must be completed during or before the inspection for future cleanout reference.** It can be returned to the Florham Park Sewer Utility at PO Box 131, Florham Park, NJ 07932 or via email to sherold@fpboro.net.

Thank you,

Joseph DePasquale
Florham Park Sewerage Utility
P.O. Box 131
31 Vreeland Road
Florham Park, NJ 07932

FLORHAM PARK SEWERAGE UTILITY FIELD LOCATION OF HOUSE SEWER CONNECTION

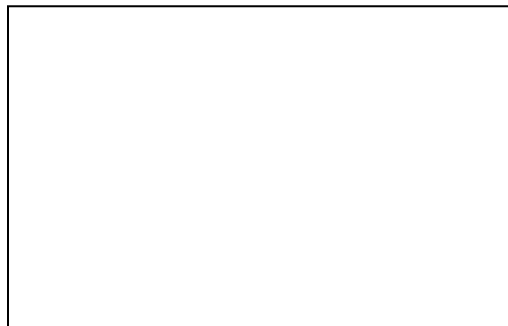
Name of Owner: _____

Date: _____

Block and Lot: _____

Address: _____

Instructions: Indicate in the sketch below the route of the house sewer, measurements, type of line, depth, clean outs, elbows, bends, any obstructions (such as trees, utility poles, shrubs, hydrants, driveways, etc.), location of the FPSU main sewer line and measurements from each corner of the building's foundation to the cleanout located at the curb line. Please add any detached buildings or identifying elements of the house structure to the sketch below. Return sketch to the FPSU at PO Box 131, Florham Park, NJ 07932 or via email to sherold@fpboro.net





BOROUGH OF FLORHAM PARK

111 RIDGEDALE AVENUE, FLORHAM PARK, NEW JERSEY 07932

Engineering Contact: Kayla Kaplan

Telephone: 973-410-5334 Email: Kkaplan@fpboro.net

Construction Contact: Kristin Linden

Telephone: 973-410-5350 Email: Klinden@fpboro.net

CONSTRUCTION APPROVAL CONDITIONS

-
1. The Engineering Department shall be contacted prior to dry well installation for inspection. At time of inspection the drywell shall be excavated with chamber, fabric and stone on site. Roof leaders shall be immediately tied into drywell upon installation to prevent unnecessary storm water runoff to neighboring properties.
 2. Soil erosion sediment control measures such as silt fences, hay, hay bale, etc. shall be implemented surrounding any disturbed soil within 30 days, or sooner if imminent weather requires. Soil erosion sediment control measures shall be maintained throughout construction and may be subject to inspection. (Additional information can be found at <https://mcsd.org>)
 3. No trees shall be removed without a previously approved Tree Removal Application.
 4. No grade changes permitted unless clearly shown in approved plans.
 5. As per Borough Code § 208 2-21 a Road Opening Permit is required for any changes to street, sidewalk and any curbing, as well as driveway ingress curbing. The Engineering Department shall be contacted for inspection during this work. Any damaged curb or sidewalk shall be repaired prior to permit closure.
 6. Borough Trees and existing trees shall be protected to prevent damage to trunk and compression of soil underneath tree drip line throughout construction.
 7. CONSTRUCTION SITES MUST COMPLY with Florham Park Ordinances Chapter 155 Noise, 159 Nuisances, 250-27 Prohibited Uses and 188-23 & 24 Maintenance.

REVIEW AND SIGN ON REVERSE SIDE

CONSTRUCTION SITE MAINTENANCE

The following are some key items to be aware of during construction:

- **6' high fence MUST be installed around entire perimeter of the construction site (i.e New construction, additions & pools) and shall not be removed until Construction Official grants approval.**
- **All sites shall be graded and maintained to prevent accumulation of stagnant water for more than 72 hours**
- **NOISE- Must comply with FP Ordinance 155-6**
 - **Operation of equipment and power tools is only allowed in a residential area between the hours of 7 A.M. – 6 P.M. weekdays, and 9 A.M. – 6 P.M. on weekends and holidays**
- **ALL sites MUST be maintained in a clean, safe and sanitary condition (must provide working bathroom facility or portable toilet)**
- **Outdoor Storage of Building Supplies or equipment on an INACTIVE Construction site is prohibited under 250-27**
- **Weeds, brush, refuse and garbage etc. must be removed or contained in a trash receptacle. Grass MUST be cut (no more than 6" high)**
- **Sidewalks and paths including those in the public easement, must be maintained in a proper state of repair and kept clear from hazardous conditions.**
- **Ground surface hazards such as holes, excavations, projections, obstructions should be properly marked and protected until hazard has been eliminated.**
- **Snow & ice must be removed from sidewalks & walkways promptly, no later than 48 hours after the storm**

Owner/Agent (Print)

Signature

Date

Contact #

Failure to comply with any of the above may result in the issuance of a municipal summons requiring an appearance in court and may lead to a monetary penalty.



**BUILDING SUBCODE
TECHNICAL SECTION**



Date Received
Control #

Date Issued
Permit #

A. IDENTIFICATION—APPLICANT: COMPLETE ALL APPLICABLE INFORMATION. WHEN CHANGING CONTRACTORS, NOTIFY THIS OFFICE. CALL UTILITY DIG NO: 1-800-272-1000.

Block _____ Lot _____ Qualification Code _____

Work Site Location _____

Owner in Fee: _____

Tel. (_____) _____ e-mail _____

Address _____
street municipality zip code

Contractor: _____ Tel. (_____) _____

Address _____ e-mail _____

Contractor License No. or Builder Registration No. _____ Exp. Date _____

Home Improvement Contractor Registration No. or Exemption Reason (if applicable): _____

Federal Emp. ID No. _____ FAX: (_____) _____

C. CERTIFICATION IN LIEU OF OATH

I hereby certify that I am the (agent of) owner of record and am authorized to make this application.

Sign here: _____

Print name here: _____

D. TECHNICAL SITE DATA

DESCRIPTION OF WORK

JOB SUMMARY (Office Use Only)

PLAN REVIEW	Date	Initial	INSPECTIONS	Dates (Month/Day)			
<input type="checkbox"/> No Plans Required	_____	_____	Type:	Failure	Failure	Approval	Initial
<input type="checkbox"/> All	_____	_____	Footing	_____	_____	_____	_____
<input type="checkbox"/> Footings/Foundations	_____	_____	Footing Bonding	_____	_____	_____	_____
<input type="checkbox"/> Structural/Framework	_____	_____	Foundation	_____	_____	_____	_____
<input type="checkbox"/> Exterior	_____	_____	Slab	_____	_____	_____	_____
<input type="checkbox"/> Interior	_____	_____	Frame	_____	_____	_____	_____
			Truss Sys./Bracing	_____	_____	_____	_____
			Barrier-Free	_____	_____	_____	_____
Joint Plan Review Required:			Insulation	_____	_____	_____	_____
<input type="checkbox"/> Elec. <input type="checkbox"/> Plumb. <input type="checkbox"/> Fire <input type="checkbox"/> Elevator			Finishes -Base Layer	_____	_____	_____	_____
SUBCODE APPROVAL for PERMIT			Finishes -Final	_____	_____	_____	_____
Date: _____			Energy	_____	_____	_____	_____
Approved by: _____			Mechanical	_____	_____	_____	_____
SUBCODE APPROVAL for CERTIFICATE			TCO	_____	_____	_____	_____
<input type="checkbox"/> CO <input type="checkbox"/> CCO <input type="checkbox"/> CA			Other	_____	_____	_____	_____
Date: _____			Final	_____	_____	_____	_____
Approved by: _____			Barrier-Free	_____	_____	_____	_____

TYPE OF WORK:

- New Building
- Addition
- Rehabilitation
- Roofing
- Siding
- Fence _____ Height (exceeds 6')
- Sign _____ Sq. Ft.
- Pool
- Retaining Wall _____ Sq. Ft.
- Asbestos Abatement Subchapter 8
- Lead Haz. Abatement NJAC 5:17
- Radon Remediation
- Other _____
- Demolition

FEE (Office Use Only)

\$ _____

B. BUILDING CHARACTERISTICS

Use Group Present _____ Proposed _____ Constr. Class Present _____ Proposed _____

No. of Stories _____ If Industrialized Building: _____

Height of Structure _____ ft. State Approved _____ HUD _____

Area — Largest Floor _____ sq. ft. **Est. Cost of Bldg. Work:**

New Bldg. Area/All Floors _____ sq. ft. 1. New Bldg. \$ _____

Volume of New Structure _____ cu. ft. 2. Rehabilitation \$ _____

Max. Live Load _____ 3. Total (1+ 2) \$ _____

Max. Occupancy Load _____

Administrative Surcharge \$ _____

Minimum Fee \$ _____

State Permit Surcharge Fee \$ _____

TOTAL FEE \$ _____



Florham Park Construction Office
Phone 973-410-5350 Fax 973-410-5490

Kevin Guilfoyle, Construction Official
KGuilfoyle@fpboro.net or 973-410-5352
Kristin Linden, KLinden@fpboro.net Technical Assistant to the Construction Official
Kayla Kaplan, Kkaplan@fpboro.net Zoning Official 973-410-5334

Permit applications accepted daily from 9:00 am to 4:00 pm.

Please email all inspection requests to klinden@fpboro.net and myannotta@fpboro.net

Inspection requests require the following information:

- 1) Permit number
- 2) Type of inspection requested (Building, Electrical, Plumbing, Fire)
- 3) Preferred day(s) of inspection
- 4) Name and phone number of the person allowing access

Minimum of 24 hour notice for all inspection requests, ALL TIMES ARE APPROXIMATE:

Building inspections are Monday - Friday 8 am to 4 pm

Fire inspections are Mon & Fri 7:30- 11:30 am Tues - Thurs. 12:30pm- 4:30 pm

Electrical inspections are Mon/ Wed/ Fri 11:30 am to 3:30 pm Tuesday 7:30-11:30 am

Plumbing/Mechanical inspections are Monday thru Thursday 11 am to 4 pm.

Please be aware that due to the volume of Construction inspections, we cannot give exact times for these inspections.

Contractors MUST INSTALL 6 ft. chain link fence, per Ordinance NO. 13-15 around perimeter of excavation site prior to any work. Do NOT remove fence until Construction Official grants approval of removal. Required inspections pursuant to N.J.A.C. 5:23-2.18 for all *new* buildings, additions, renovation, alterations:

- 1) Footing inspection-bottom of the trench **PRIOR** to pouring of concrete (MUST provide soil compaction report at inspection)
- 2) Foundation inspection **PRIOR** to the placement of backfill.
2 a) Foundation Location Survey **REQUIRED** for new construction **PRIOR** to framing
- 3) Slab inspection **PRIOR** to placement of concrete
- 4) Electrical rough wiring
- 5) Plumbing rough installations
- 6) Fire Rough inspection
- 7) Framing inspections **AFTER** rough electric/plumbing/Fire passed-**PRIOR** to insulation
- 8) Insulation inspection **PRIOR** to sheetrock
- 9) Final electric, final plumbing, final fire inspections
- 10) Final building inspections
- 11) No Certificates of Occupancy shall be issued **PRIOR** to submittal & Approval of Final As Built Survey and final surface grading inspection approvals by Borough Engineer M. Sgaramella (973-410-5473 or K. Kaplan x5334) & Morris County Soil District, Sheila Hall (973-285-2953).

Failure to comply with the above required inspections as indicated in N.J.A.C. 5:23-2.18 will result in administrative penalties of not more than \$2000.00 as permitted in N.J.A.C. 5:23-2.3 lb



Florham Park Construction Department
111 Ridgedale Ave.
Florham Park, NJ 07932
Ph. - 973-410-5350 Fax - 973 -410-5490
Kevin Guilfoyle, Construction Code Official
Building Subcode Official

The following is a list of certifications that you may be required to submit to the Building Department during the course of your project.

All information must be forwarded to the Building Inspector shortly after being requested in order to avoid any project delays.

1. List of Special Inspectors with copy of DCA License
2. All soil compaction reports, footing, slab, etc. BEFORE footing inspection
3. Report from engineer re footing & foundation re-bar installation (Commercial & Multi unit residential)
4. Report from engineer re slab design to include reinforcing (Commercial only)
5. Foundation location survey (ALL new buildings and any BOA Approved Additions (Residential AND Commercial) MUST be received at framing inspection
6. Concrete compressive strength 7 to 28 day report (Commercial and multi-unit residential)
7. Wooden truss report to include installation as per design and any and all repairs made (Commercial and multi-unit residential)
8. Steel report to include all welds, bolting and decking (Commercial)
9. Fire Stopping, Fire proofing and draft stopping depending on magnitude of project, certified by architect (Commercial and Condo)
10. Any modular units or pre-fabricated panels (i.e. superior walls, modular) Certifications by Engineer & Manufacturer (Residential, Commercial & Condos)
11. Copies of any warranties for certain types of roof covering systems (New Commercial)
12. HVAC balancing report (New Commercial)
13. Energy Efficiency Certificate (Residential)
14. Home Warranty (Residential)
15. Height certification included on final as-built survey

Additional information may be necessary prior to the issuance of a Certificate of Occupancy

Kevin Guilfoyle
Construction Official



Florham Park Engineering Department
111 Ridgedale Avenue
Florham Park, NJ 07932
973-410-5346 FAX 973-410-5490

INFORMATION REGARDING DEMOLITION & REBUILDING OF SINGLE FAMILY
HOMES
SOIL EROSION AND SEDIMENT CONTROL PLAN
(as of July 1, 2005)

FROM: MORRIS COUNTY SOIL CONSERVATION DISTRICT
MORRIS COUNTY COURTHOUSE
PO BOX 900
MORRISTOWN, NJ 07963-0900

ATTENTION; “TEAR-DOWNS/REBUILD” that exceed 5,000 square feet of disturbance are Considered a “project” per the New Jersey Soil Erosion and Sediment Control Act.

A “project” includes, but is not limited to, any disturbance of more than 5,000 square feet of surface area, which requires a construction permit per the State Uniform Construction Code and involves the demolition of more or more structures. The 5,000 square feet of soil disturbance takes into account not only the demolition of a previous structure, but also all disturbance that will subsequently take place including the building of a new structure, driveways, tree removal, grading, etc.

The demolition of a structure, such as a single family house, and the subsequent rebuilding of a structure on the same site where the total disturbance exceeds 5,000 square feet is considered a project and therefore must obtain certification by the local Soil Conservation District before any disturbance can proceed.

Please be advised that as per the New Jersey Soil Erosion and Sediment Control Act (NJSA 4:24-42), no project shall be undertaken unless the applicant has submitted to the district with local jurisdiction a plan for soil erosion and sediment control for such project, and the district has certified the plan. If your project **does not** exceed 5,000 square feet, you are required to supply the Construction Office with a Letter of Exemption.

Please contact the Morris Count Soil Conservation District with any additional questions at (973)-285-2953.

CALL BEFORE YOU DIG
1-800-272-1000
IT'S THE LAW!
NEW JERSEY ONE CALL
DIG SAFELY

Color Code

r Marking Underground
 ility Lines:
 ed Electric
 ellow Gas-Oil-Steam
 range Communication Cable TV
 ue Water
 reen Sewer
 hite Proposed Excavation

**Required Information
 For Mark-out Request**

Name of Caller Title
 Phone Number Fax Number
 Best Time to Return Call
 Contractor
 Contractor Address
 Work Done for
 Address Telephone Number
 Dig Location
 Municipality Street Address
 Nearest Intersection
 Type of Work
 Extent of Work
 Start Date Start Time

Time Frame Matrix

Mon	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.
Call	Markout	Markout	Markout	Dig							
	Call	Markout	Markout	Markout	Dig	Dig					
		Call	Markout	Markout	•	•	Markout	Dig			
			Call	Markout	•	•	Markout	Markout	Dig		
				Call	•	•	Markout	Markout	Markout	Dig	
					Call	•	Call	Markout	Markout	Markout	Dig
						Call	Call	Markout	Markout	Markout	Dig

- Contractors option to dig on Saturday or Sunday
- Holidays and Saturday & Sunday do not count in three business days allowed for markout.
- Any request received at One Call Center on holiday, weekend or after 5 pm on a business day is considered requested the next business day.

NEW JERSEY STATE HOLIDAYS

New Year's Day	Martin Luther King Jr.'s Birthday
Lincoln's Birthday	Washington's Birthday
Good Friday	Memorial Day
Independence Day	Labor Day
Columbus Day	Election Day
Veteran's Day	Thanksgiving Day
Christmas Day	

DIG SAFELY!

1-800-272-1000

NEW JERSEY ONE CALL

CALL FOR FREE MARKOUTS

FULL DAYS BEFORE YOU DIG

CALL BEFORE YOU DI "DO's"

1. Call 1-800-272-1000 before you dig.
2. Call 3 business days in advance, not no more than ten business days.
3. Commence Excavation within 10 business days or ticket is no longer valid.
4. Obtain New Ticket after 30 business days.
5. All excavators (including Sub-Contractors) **MUST HAVE THIER OWN TICKETS.**
6. Hand Dig and Locate with 2 feet of a Markout **BEFORE** operating any mechanized equipment.
7. Protect and preserve markings.
8. Plan excavation/demolition/blasting to avoid damage and minimize interference to underground facilities.
9. Excavators shall immediately report any damage caused or discovered to the underground facility.

**DIG SAFELY!
1-800-272-1000
NEW JERSEY ONE CALL
CALL FOR FREE MARKOUTS
3 FULL DAYS BEFORE YOU DIG**

NOISE § 155-6

- (2) Commercial or industrial power tools and landscaping and yard maintenance equipment, excluding emergency work, shall not be operated on a residential property or within 250 feet of a residential property line, between the hours of 6:00 p.m. and 7:00 a.m. on weekdays or between the hours of 6:00 p.m. and 9:00 a.m. on weekends or federal holidays, unless such activities can meet the limits set forth in Tables I and II². In addition, commercial or industrial power tools and landscaping and yard maintenance equipment, excluding emergency work, utilized on commercial or industrial property shall meet the limits set forth in Tables I and II between the hours of 10:00 p.m. and 7:00 a.m. All motorized equipment used in these activities shall be operated with a muffler. At all other times, the limits set forth in Tables I and II do not apply to commercial or industrial power tools and landscaping and yard maintenance equipment.
- (3) Construction and demolition activity, excluding emergency work, shall not be performed between the hours of 6:00 p.m. and 7:00 a.m. on weekdays or between the hours of 6:00 p.m. and 9:00 a.m. on weekends and federal holidays unless such activities can meet the limits set forth in Tables I and II. All motorized equipment used in construction and demolition activity shall be operated with a muffler. At all other times, the limits set forth in Tables I and II do not apply to construction and demolition activities.
- (4) Motorized snow blowers, snow throwers, and lawn equipment with attached snowplows shall be operated at all times with a muffler. The limits set forth in Tables I and II do not apply at all times.

NOISE § 155-6

TABLE I
Maximum Permissible A-Weighted Sound Levels

No person shall cause, suffer, allow or permit the operation of any source of Sound on any source property listed in § 155-2A above in such a manner as to create a sound level that equals or exceeds the sound levels listed below.

A. Outdoors:

Receiving Property Category	Time	Maximum A-Weighted Sound-Level Standard (dB)
Residential property or Residential portion of a multi-use property	7:00 a.m. to 10:00 p.m.	65
	10:00 p.m. to 7:00 a.m.	50
Commercial facility, public service facility, nonresidential portion of a multi-use property or community service facility	24 hours	65

B. Indoors:

Receiving Property Category	Time	Maximum A-Weighted Sound-Level Standard (dB)
Residential property or Residential portion of a multi-use property	7:00 a.m. to 10:00 p.m.	55
	10:00 p.m. to 7:00 a.m.	40
Commercial facility* or Nonresidential portion of a multi-use property	24 hours	55

* In those instances when a commercial facility shares a common wall/ceiling floor with another commercial facility that is producing the sound.