BOROUGH OF WOODCLIFF LAKE
188 PASCACK ROAD, P.O. BOX 8819, WOODCLIFF LAKE, NEW JERSEY 07677

BUILDING DEPARTMENT
NICK SALUZZI, Construction Official
TONYA TARDIBUONO, Technical Assistant

201-391-4977 EXT-209
FAX: 201-391-8830
nsaluzzi@wclnj.com

REQUIREMENTS FOR DEMOLITION PERMITS

- **CONSTRUCTION PERMIT PACKET:**
  U.C.C Folder, construction permit and building subcode technical application.

- **LETTER FROM ELECTRIC COMPANY**
  P.S.E & G = 800-817-3366 demolition@pseg.com
  Rockland Electric = 201-236-6000

- **LETTER FROM WATER COMPANY**
  Park Ridge Water Department = 201-391-2129
  United Water = 800-422-5987
  *If well present please discuss with Park Ridge Water Department

- **LETTER FROM GAS COMPANY**
  P.S.E & G = 800-817-3366 demolition@pseg.com

- **LETTER FROM BERGEN COUNTY SOIL**
  Bergen County Soil = 201-261-4407

- **ASBESTOS ABATEMENT CERTIFICATION LETTER**
  Department of Labor = 609-633-3760

- **SEWER DISCONNECT**
  Department of Public Works = 201-391-3172

- **LETTER FROM PEST CONTROL COMPANY**

- **LETTER FROM TAX COLLECTOR THAT TAXES ARE UP TO DATE**

- **LETTER OF PROOF OF OWNERSHIP OR WRITTEN PREMISSION FROM THE OWNER OF THE PROPERTY**

- **DIG NUMBER**
  1 WEEK PRIOR TO DEMO/EXCAVATING YOU MUST OBTAIN A DIG # -
  Call 1-800-272-1000 and submit this number to the building department.
• **FENCE**
   INSTALLATION OF 6 FT. FENCE WITH SILT FENCING AROUND CONSTRUCTION SITE WHICH IS TO BE MAINTAINED PROPERLY DURING CONSTRUCTION- Street must be kept clean of all debris and dirt at all times.

• Call the fire department at 201-391-5260 if you will allow them to use your home for a fire drill training exercise before the scheduled demolition date.

• **NOTICE TO ADJOINING OWNERS**
   Copy of each letter along with copies of proof of delivery (certified return receipt/green card).
   *See attached samples of correspondence to neighbors.*

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**SAMPLE LETTER TO NEIGHBORS**
**OF PROPERTY TO BE DEMOLISHED/REBUILT**

Letters are to be sent certified, return receipt

To Whom It May Concern:

   Re: insert address of property to be demolished

Please be advised that the said property owned by ________________
will be demolished on or about ________________by the contractor on record with the Woodcliff Lake Building Department.

Sincerely,
ASBESTOS INSPECTION AFFIDAVIT

I ______________________ am 18 years of age or older and do solemnly affirm and say:

The structure(s) on the property located at Block(s) ______ and Lot(s) ______ in the Borough of ______________________, commonly known as:

______________________________________________________________

is being proposed for demolition and has been thoroughly inspected for the presence of asbestos. The results of this inspection were negative.

I further state that if asbestos is discovered to the present during the course of the demolition that it will be abated IMMEDIATELY according to applicable state and local laws pertaining to the Asbestos Hazard Abatement Subcode.

I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me is willfully false, I am subject to punishment.

_____________________________        ______________________________
Signature of Affiant            Print Name of Affiant

______________________________________________________________

Title: Owner/Agent (if agent print name of entity)

_____________________________        ______________________________
Street Address            City, State, Zip

Sworn to before me this ______ day of _________________, 20____

______________________________________________________________
NOTARY PUBLIC