



# BOROUGH OF WOODCLIFF LAKE

188 PASCACK ROAD, P.O. BOX 8619, WOODCLIFF LAKE, NEW JERSEY 07677

BUILDING DEPARTMENT  
NICK SALUZZI, Construction Official  
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201-391-4977 EXT-209  
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## **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.\*

## **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