



BOROUGH OF WOODCLIFF LAKE

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

BUILDING DEPARTMENT
MARK BERNINGER, Construction Official
CLAIRESSE NEUMANN, Technical Assistant

201-391-4977 EXT-209
FAX: 201-391-8830
cneumann@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**
F-120 Plumbing Permit
Schedule Inspection with Building Department
- **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/ police if you will allow them to use your home for a 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,