

# Department of Public Affairs

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CONSTRUCTION OFFICIAL  
CODE ENFORCEMENT AND OFFICE OF HOUSING INSPECTION  
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COSMO A. CIRILLO  
COMMISSIONER

THOMAS O'MALLEY  
CONSTRUCTION OFFICIAL  
ZONING OFFICER

## DEMOLITION REQUIREMENTS

**THIS CHECKLIST MUST BE SUBMITTED WITH THE APPLICATION. FAILURE TO DO SO WILL  
RESULT IN APPLICATION DENIAL**

- \_\_\_\_\_ CALL 1-800-272-1000 TO OBTAIN A "DIG NUMBER" AND SUBMIT  
NUMBER WITH PERMIT APPLICATION.
- \_\_\_\_\_ PSE&G DISCONNECT LETTER.
- \_\_\_\_\_ SUEZ DISCONNECT LETTER.
- \_\_\_\_\_ ASBESTOS SURVEY LETTER FROM AN AUTHORIZED COMPANY.
- \_\_\_\_\_ COPY OF EXTERMINATORS CERTIFICATION. LETTER MUST NOT BE OLDER  
THAN MONTH.
- \_\_\_\_\_ LETTER TO ADJOINING PROPERTY OWNERS STATING DATE DEMOLITION  
WILL COMMENCE. COMMENCEMENT DATE LETTER MUST NOT BE OLDER  
THAN 2 WEEKS.
- \_\_\_\_\_ COPY OF BUILDERS LICENSE/CONTRACTOR'S LICENSE/TOWN LICENSE.
- \_\_\_\_\_ CERTIFICATE OF INSURANCE NAMING THE TOWN AS ADDITIONAL  
INSURED.
- \_\_\_\_\_ SEPARATE PLUMBING PERMIT FOR CAPPING SEWER. **INSPECTION  
REQUIRED.** (PROVIDE PERMIT NUMBER)

ALL DEMOLITION DEBRIS MUST BE REMOVED FROM THE PROPERTY PRIOR TO THE START OF NEW  
CONSTRUCTION AND DUMPSTER PERMITS MUST BE SECURED FROM THE BUILDING DEPARTMENT.  
INSPECTION MUST BE CALLED FOR.