

**BOROUGH OF HO-HO-KUS
CONSTRUCTION DEPARTMENT**

APPLICATION TO DEMOLISH A STRUCTURE

All items listed below shall be submitted prior to the release of a permit:

- ☐ **Plumbing permit required:** sewer and water lines must be cut and capped within 10 ft. of the curb; the Plumbing Inspector must inspect the lines and the inspection must "pass".
(If keeping the foundation and first floor, capping in basement is acceptable.)
- ☐ Notice to adjoining homeowners; copy of letter and list of addresses.
- ☐ Are there oil tanks on the site? ___Yes ___No
- ☐ Are there any wells on the site? ___Yes ___No
- ☐ Water meter removed. (All water meters are the property of the Borough of Ho-Ho-Kus)

WATER DEPT. /DPW Superintendent: J. Pattman

Certification that the water meter was removed: _____

- ☐ **PSE&G (Electric and Gas) have been disconnected. Letter or signature of authorized representative:**

PSE&G Print Name: _____ **Signature:** _____

- ☐ **Bergen County Soil Conservation District letter of permission.**
 - ☐ **Letter from a certified professional stating there are no visible signs of asbestos within the dwelling.**
 - ☐ **Copy of Certificate of Insurance.**
- _____

Building Location: _____

Block: _____ **Lot:** _____

Contractor Name: _____

Address: _____

Telephone: _____

OWNER'S AFFIDAVIT:

I agree to comply with the provisions of the Building Code and all other Borough Ordinances and State Laws applicable to the demolishing of buildings and/or structures. I further agree to assume all responsibility for any damage caused to any persons or properties during the wrecking of the premises herein described.

SIGNED: _____

OWNER (If company or corporation, signature and title of responsible officer)

PLEASE NOTIFY THIS DEPARTMENT 24-48 HOURS PRIOR TO THE START OF DEMOLITION.

EMERGENCY SERVICES NOTE FOR HOUSE DEMOLITIONS

If you would be willing to have the Police and/or Fire Department perform drills on the home to be demolished, please let me know so I can inform them.

Please provide below the contact information that will be sent to the Police and Fire Departments.

Name: _____

Phone: _____

Email: _____

Many thanks!

JoAnn
Technical Assistant to the Construction Official
201-652-4400 x241

PLEASE BE AWARE.....

**THE SEWER AND WATER CAPPING MUST BE INSPECTED AND
PASS INSPECTION BEFORE THE HOUSE IS DEMOLISHED.**

**PLEASE COORDINATE WITH JOANN IN THE CONSTRUCTION
DEPARTMENT PRIOR TO SCHEDULING YOUR DEMOLITION TO
ENSURE THE INSPECTOR IS AVAILABLE.**

201-652-4400 X241

THE DPW DOES NOT CONDUCT THIS INSPECTION.

THANK YOU.