



ELEVATION/DEMOLITION REQUIREMENTS

Borough of Highlands
Construction Department
171 Bay Avenue
Highlands, NJ 07732
732-872-1515 x210

DEMOLOTION

- Building permit
- Plumbing permit from licensed plumber for cap of sewer
- Shut off letters for all utilities
- Copies of licenses/insurance for contractor demoing home
- [Utility Disclosure Form](#) available at building department

ZONING & FLOOD APPROVALS MUST BE OBTAINED PRIOR TO ELEVATION

ELEVATION

- Base flood elevation certificate*
- Building permit to elevate home (separate of renovation permits)
- Electric permit for temporary service **or** JCPL shut off letter
- Plumbing permit for disconnect/reconnect sewer, water & gas **or** shut off letters
(note: sewer must be done by licensed plumber)
- [Utility Disclosure Form](#) & [noise ordinance form](#) available at building department
- Copy of lifters license or contract signed by contractor & homeowner
Prior to 10/01/14
- Contractor must provide home elevation contractor certification and drawing per DCA requirements effective October 1, 2015
- Insurance certificate for \$1m/\$500k on property address
Insurance cert must have work site address on form
- Copy of zoning/flood approval
- Two (2) sets of complete, sealed plans (one of which will be returned as field set)
- **New homes** – full permit package with building, electric, plumbing, fire & chimney certification, along with two (2) sets of complete, sealed plans (again, one of which will be returned as field set) and new home builders license and insurance

ELEVATION CERTIFICATES

In total, **THREE (3) ELEVATION CERTIFICATES** are required **ON ALL ELEVATIONS/NEW HOMES**

- **FIRST** – Base elevation at time of application
- **SECOND** – Top of block or Foundation Location Survey **PRIOR TO LOWERING HOUSE** and foundation inspection
- **THIRD** – Final elevation prior to final inspections

INSPECTIONS

DEMO – Inspection of utilities **prior to demo**; Inspection **after demo** of building

ELEVATION/NEW HOME – **ALL DISCONNECTS OF UTILITIES MUST BE INPECTED PRIOR TO START OF WORK.**

ALL OTHER INSPECTIONS: Please refer to Inspection Requirement List

Additional inspections may be required at the discretion of the subcode official

FAILURE TO COMPLY WITH THE ABOVE

MAY RESULT IN FINES OR COURT APPEARANCE AS PER STATE OF NJ LAW