

# LAND DISTURBANCE PERMIT Preliminary Application

For land disturbance less than 500 square feet and volume of fill/excavation between 3 and 10 cubic yards (Ordinance no 2581-19-0715)

Instructions: Fill out the below information and submit directly to the Borough Clerk at 25 West End Avenue, Somerville, NJ 08876. Once deemed complete it will be forwarded to the Department of Public Works and associated staff and/or consultants for review.

Block(s): \_\_\_\_\_ Lot(s): \_\_\_\_\_ Date of Application: \_\_\_/\_\_\_/\_\_\_

Owner's Name \_\_\_\_\_ Phone (     ) \_\_\_\_\_

Street Address, Subject Property \_\_\_\_\_

Applicant's Name \_\_\_\_\_ Phone (     ) \_\_\_\_\_  
(If different than owner, must have property owner's consent)

Applicant's Address \_\_\_\_\_

\*Owner's Consent \_\_\_\_\_ **Fee :Not Applicable**  
(Signature)

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## Below is for internal use only

Application was deemed complete by Clerk and submitted to DPW on \_\_\_\_\_

Somerville Department of Public Works hereby:

- Approves
- Conditionally approves
- Denies the permit application.

\_\_\_\_\_  
Rodney Hadley, Director DPW

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date

Comments:

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**LAND DISTURBANCE PERMIT**  
**Preliminary Application**

**CHECKLIST**

- 1. Name, address and phone number of property
- 2. Name, address and phone number of applicant if different than owner
- 3. Consent in writing of owner, if applicant is different than owner
- 4. Street address and tax lot and block numbers of premises
- 5. Location Survey (Map of Survey) or neatly prepared sketch showing all structures, lot lines and easements, proposed drainage patterns, retaining walls and landscaping
- 6. Written description of the proposed work, including the volume cubic yards of soil to be excavated or brought to the site, the square feet of proposed land disturbance, the maximum change in elevation resulting from the project and the maximum height of any proposed retaining walls
- 7. Reasons for the proposed work and the proposed dates for commencement and completion
- 8. Name, address and contact information for the landscape contractor you plan to use (if applicable)
- 9. Name, address and contact information for the landscape contractor you plan to use (if applicable)
- 10. The source of fill to be brought to the site if applicable.