



6 PROSPECT STREET, FAR HILLS, NJ 07931

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WWW.FARHILLSNJ.ORG

CONSTRUCTION RECORDS CLEARANCE APPLICATION

PER ORDINANCE - 2020-14

PLEASE SUBMIT COMPLETED APPLICATION WITH PAYMENT TO THE CODE ENFORCEMENT OFFICE

PROPERTY OWNER'S NAME: _____

PROPERTY ADDRESS: _____

OWNER'S ADDRESS (IF DIFFERENT THAN PROPERTY ADDRESS): _____

STATE: _____ ZIP: _____ PHONE: _____ EMAIL: _____

APPROX. YEAR BUILT: _____ BLOCK: _____ LOT: _____ RESIDENTIAL COMMERCIAL

SINGLE FAMILY TWO FAMILY THREE+ FAMILY CONDO

ADDRESS DISPLAYED ON BUILDING: YES NO

SWIMMING POOL ONSITE: YES NO

POOL FENCE ON PROPERTY: YES NO

FINISHED BASEMENT: YES NO

2ND KITCHEN, BASEMENT, POOL HOUSE ETC.: YES NO

CONTACT PERSON/AGENT: _____ PHONE: _____

CONTACT ADDRESS: _____

CLOSING DATE (REQUIRED): _____

FEES:

\$45.00 REQUESTS MORE THAN TEN (10) BUSINESS DAYS FROM CHANGE OF OCCUPANCY OR CLOSING

\$90.00 REQUESTS WITHIN TEN (10) BUSINESS DAYS FROM CHANGE OF OCCUPANCY OR CLOSING

\$161.00 REQUESTS WITHIN FOUR (4) BUSINESS DAYS FROM CHANGE OF OCCUPANCY OR CLOSING

\$25.00 EACH FOR DUPLICATE CONSTRUCTION RECORDS CLEARANCE CERTIFICATE

FEES ARE SUBJECT TO CHANGE IN ACCORDANCE WITH N.J.A.C. 5:70-2.9(d)

I HEREBY CERTIFY THAT I AM THE AGENT OR OWNER OF RECORD AND AM AUTHORIZED TO COMPLETE THIS APPLICATION

PRINT NAME/SIGNATURE

DATE



CONSTRUCTION RECORDS CLEARANCE APPLICATION

THIS SECTION TO BE COMPLETED BY CODE ENFORCEMENT OFFICE ONLY

PROPERTY ADDRESS: _____ BLOCK: _____ LOT: _____

CONTACT PERSON/AGENT: _____ PHONE: _____

CLOSING DATE: _____

OPEN CONSTRUCTION PERMITS: YES NO

IF YES, PERMIT #:

OPEN ZONING PERMITS: YES NO

IF YES, DATE SENT TO ZONING:

CERTIFICATE OF OCCUPANCY/APPROVALS ISSUED: YES NO

CERTIFICATE #: _____ DATE: _____

ZONING APPROVAL: YES NO

DATE: _____ CASH OR CHECK #: _____

CERTIFICATE TO BE: MAILED OR CALLED FOR PICKUP
 OWNER OR AGENT (CONTACT PERSON)

FOR OFFICIAL USE ONLY

CRC: CONDITIONS IMPOSED DENIED APPROVED: PAYMENT AMOUNT RECEIVED \$ _____ CHECK # _____

CONSTRUCTION OFFICIAL: _____ DATE: _____