

Borough of Englewood Cliffs

Building Department
482 Hudson Terrace
Englewood Cliffs, NJ 07632
P-201-568-9262 F-201-227-7775

REQUIREMENTS FOR RESIDENTIAL C.O.'s

Address: _____

Permit #: _____

Building Sub-Code Final Inspection Date Passed: _____

Electric Sub-Code Final Inspection Date Passed: _____

Fire Sub-Code Final Inspection Date Passed: _____

Plumbing Sub Code Final Inspection Date Passed: _____

Final as Built Site Inspection Date Passed: _____

C.O. Application and Fee Date Rec'd: _____

2 Copies of Final as Built Date Rec'd: _____

As Built also to be emailed in pdf format to cscancarella@englewoodcliffsnj.org

LIST OF REQUIREMENTS FOR FINAL AS BUILT ON BACK

Final Inspection Support Letter from Borough Engineer Date Rec'd: _____

As-Built retaining wall certification by NJ State Licensed Engineer

Date Rec'd: _____

Final Inspection Report from Supt. of D.P.W.

Must submit a video on DVD only of sewer pipe from house to street.

Call DPW to set up inspection for form of the curb prior to pouring if approved then set up inspection for final inspection of the curb.

Mark Neville – 201-568-0242 Date Rec'd Approval Letter: _____

Copy of Homeowners Warranty Insurance if house is being sold

Date Rec'd: _____

House number on front of dwelling or light post as per Ordinance #2003-10

COAH Amount Due \$ _____ Date Rec'd Final Pymt: _____

Hold Harmless Agreement _____

Compliance with Tree Preservation & Removal Ordinance (2000-04) for residential property only. CALL ONCE LANDSCAPING IS COMPLETE NOT BEFORE!

Shade Tree - 201-569-5252 ex. 459 Mrs. Yvonne Favaro Date Rec'd: _____

Environmental Commission - 201-569-5252 ex. 445 Lana Dimidjian Date Rec'd: _____

Bergen County Soil Conservation- Inspection report and approval from Bergen County Soil for C.O. (201-261-4407) Date Rec'd Letter: _____

Alarm System Registration with Police as per Ordinance #2007-08

Dated Rec'd: _____

FINAL AS BUILT REQUIREMENTS

The following items must be depicted on the Final As Built Drawing

- Roof Peak Elevation
- As Built Retaining Walls
 - Top & Bottom of Wall Elevation
- Roof Leaders must have slotted overflow caps
- Impervious Coverage Calculations
 - Total Lot Coverage
 - Front Yard Coverage
 - Rear Yard Coverage
- Building Height
- Grades – Corner & Mid Points
- Utilities
 - Gas
 - Electric
 - Water
 - Sewer
- Stormwater
 - Seepage Pits
 - Inlets, Cleanouts, Overflow
- Pools
 - Equipment
 - Cabana
- Trees
 - All trees over 4" in caliper
- Mechanicals
 - A/C Units
 - Generator
- Patios/Walkways
- Sheds
- Property Corners Permanently Marked
- Drop Curb Opening Widths
- Easements

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**BOROUGH OF ENGLWOOD CLIFFS
BERGEN COUNTY, NEW JERSEY**

ORDINANCE 2003-10

**AN ORDINANCE AMENDING CHAPTER X, SPECIFICALLY
SECTION 10-7.2(e) ENTITLED
"PROPERTY MAINTENANCE CODE"
OF THE BOROUGH OF ENGLEWOOD CLIFFS
COUNTY OF BERGEN, STATE OF NEW JERSEY**

WHEREAS, it is the desire of the Mayor and Council to provide for the installation of addresses on residential and non-residential buildings and that they be clearly visible;

NOW, THEREFORE, BE IT ORDAINED that Chapter X entitled "Property Maintenance Code" be amended as follows:

SECTION 10-7.2(e). All buildings, whether residential or commercial, shall have prominently displayed, the address of said building in order to promote public safety in regard to fire and police and rescue. Said address shall be clearly visible from the curb line of said building or buildings. No Certificate of Occupancy shall be issued for any building unless it complies with the provisions of the Ordinance.

(f) Specific requirements for numbers.

A house or building number shall be:

1. In Arabic numerals or letters.
2. A minimum height of three inches. If a house or building is set back more than 50 feet from the curb line, the numbers shall have a minimum height of six (6) inches and be clearly legible from the street.
3. Mounted in a secure fashion at the front of the building so as to be clearly visible from the street.
4. Of a contrasting color to the background and arranged in such a manner so as to be clearly legible from the street, both day and night.
5. At least 36 inches above ground level and so placed that trees, shrubs and other obstructions do not block the line of sight of the numbers from the street upon which the building fronts.

6. If the house or building is set back from the street in a location that the provisions of this chapter cannot be complied with, then the owner, occupant or lessee shall, in addition to displaying the number of the building, provide a post, rod or other type of fixture of a substantial and permanent nature with the number and a directional symbol affixed thereon and so located on the premises that the number and directional symbol shall be conspicuous and visible from the street upon which the building property fronts.

7. All numbers shall be easily discernible at night with the aid of an emergency support light.

The provisions of Section 10-7.2(e) shall be enforced by the Construction Office and/or Police Department as deemed appropriate.

(g) Violations and penalties: Any person or persons, association, firm or corporation violating any of the terms or provisions of this chapter shall, upon conviction, be liable to pay a fine of not less than \$100 nor more than \$500, and the jurisdiction as to the enforcement of this chapter shall be in the Borough of Englewood Cliffs Municipal Court. The continuation of the offense shall, in each case, constitute a new offense.

BE IT FURTHER ORDAINED that this Ordinance shall become effective upon adoption and publication in accordance with law; and

BE IT FURTHER ORDAINED that all ordinances or parts of ordinances other than the zoning ordinance of the borough which are inconsistent with the provisions of this chapter are hereby repealed to the extent of such inconsistency; and

BE IT FURTHER ORDAINED should any part or provision of this Ordinance be held unconstitutional or invalid, such decision shall not affect the validity of this Ordinance as a whole or any part thereof, other than the part held so unconstitutional or invalid.

This ordinance shall take effect upon final adoption and publication according to law.

ENGLEWOOD CLIFFS POLICE DEPARTMENT
Application For Alarm Systems



Approved by:

Chief Thomas Bauernschmidt

DEPARTMENT USE ONLY

DATE RECORDED: _____

REGISTRATION FEE: _____

1. NAME OF APPLICANT: _____

Address _____

Telephone # _____

2. NAME OF PREMISES ALARMED: _____

Address _____

Telephone # _____

NAME AND PHONE NUMBER OF ALARM CO. MAKING INSTALLATION: _____

NAME AND PHONE NUMBER OF CENTRAL MONITORING STATION: _____

3. TYPE OF ALARM:

BURGLARY ()
PANIC ()
MEDICAL ()

FIRE ()
CARBON MONOXIDE ()
OTHER ()

IF OTHER PLEASE SPECIFY _____

4. NOTIFICATIONS: IN CASE OF EMERGENCIES PLEASE LIST PERSONS WHO WILL HAVE KEYS AND A WORKING KNOWLEDGE OF THE ALARM SYSTEM. IN CASE OF CENTRAL STATION MONITORING, APPLICANTS SHOULD ENSURE THAT THE CENTRAL STATION WILL MAKE NOTIFICATION.

1. NAME _____ PHONE # _____

ADDRESS _____

2. NAME _____ PHONE # _____

ADDRESS _____

3. NAME _____ PHONE # _____

ADDRESS _____

NOTE: IT IS STRONGLY RECOMMENDED THAT APPLICANT EMPLOY ONLY LICENSED ALARM INSTALLATION TECHNICIANS. NEW JERSEY STATE STATUTE 45:1-1

BOROUGH OF ENGLEWOOD CLIFFS

BERGEN COUNTY, NEW JERSEY

ORDINANCE NO. 2007-08

AN ORDINANCE REGULATING ALARMS AND THE
ENFORCEMENT BY THE ENGLEWOOD CLIFFS POLICE DEPARTMENT
IN THE BOROUGH OF ENGLEWOOD CLIFFS
COUNTY OF BERGEN, STATE OF NEW JERSEY

BE IT ORDAINED by the Mayor and Council of the Borough of Englewood Cliffs as follows:

DEFINITIONS:

Mayor and Council - The Mayor and Council of the Borough of Englewood Cliffs.

Medical Emergency Alarm - Any alarm which, when activated, indicates an immediate medical emergency at the announced location.

Panic Alarm - Any alarm which, when activated, indicates some immediate peril at the announced location.

Person - Any natural person or individual, or any firm, partnership, association, limited partnership, proprietorship, corporation or any other business entity or any government agency or entity.

Police Department - The Police Department of the Borough of Englewood Cliffs.

Security Alarm System - Any alarm system or device reporting to the Police Department a burglary, holdup, panic or medical emergency or emergency requiring urgent attention and to which the Police Department may be expected to respond. The Term "security alarm system" shall include the terms "alarm devices," "direct alarms," "digital alarms," "central station alarms" and "local alarms." Fire alarm systems are not included in this Article.

License - A License issued pursuant to N.J.S.A. 13:31A-1.1, et seq.

Fire Alarm - A Fire Alarm means a security system comprised of an interconnected series of alarm devices or components, including systems interconnected with radio frequency signals, which emits an audible, visual or electronic signal indicating an alarm condition and which

provides a warning of the presence of smoke or fire. Fire alarm does not include an energy management system whose primary purpose is telecommunications with energy control, the monitoring of the interior environment being an incidental feature thereto.

ENFORCEMENT:

This Ordinance shall be enforced by the Borough of Englewood Cliffs Police Department.

GENERAL REGULATIONS:

- (A) Local Alarms:
- (1) Each local alarm shall be of a type approved by the Chief of Police or his designated representative.
 - (2) Each local alarm that transmits any type of audible signal shall be equipped with a ten-minute automatic shut off.
- (B) Dial Alarms:
- (1) Upon the effective date of this Ordinance, all dial alarms programmed to dial into the Police Department Communication Center shall be prohibited.

OPERATOR'S PERMIT; FEES:

- (A) No person shall operate any central station alarm, digital alarm, or local alarm installed in The Borough of Englewood Cliffs after the effective date of this Ordinance without first obtaining a permit to operate the same from the Police Department.
- (B) A permit shall be obtained from the Police Department within sixty (60) days after the effective date of this Ordinance for each central station alarm, digital alarm, or local alarm in the Borough of Englewood Cliffs, which was installed on or before the effective date of this Ordinance.
- (C) All such permits shall be valid for the calendar year in which issued and shall be renewed annually on a calendar-year basis before February 1 of such year. Fees shall be payable to the Borough of Englewood Cliffs upon issuance of said permits.
- (D) In the event a permit is obtained subsequent to February 1 of any calendar year, a permit shall be obtained from the Police Department within sixty (60) days after installation.
- (E) A permit application shall be completed and submitted with the prescribed fee. The names, addresses and telephone numbers of the person responsible for the alarm system and at least two (2) emergency listings shall be provided on the permit application.
- (F) The fee for the initial registration and operation permit of a security alarm system shall be Twenty-Five Dollars (\$25.00). The annual renewal fee shall be Twenty-Five Dollars (\$25.00).

- (G) Failure to obtain or renew a permit within the prescribed period shall subject the alarm system owner to a minimum fine of Fifty Dollars (\$50.00) and not more than Two Hundred Fifty Dollars (\$250.00).

STANDARDS; INSPECTION; DISCONNECTION:

- (A) The Chief of Police or his designated representative may inspect and test any newly installed alarm system within seven (7) days of the initial installation. This provision shall not be construed to impose a duty on the borough to make inspections or to relieve the alarm owner from inspecting, testing and maintaining his own alarm system.
- (B) Each alarm system that transmits any type of audible signal shall be equipped with a ten-minute automatic shut off.
- (C) Any unauthorized installation may be disconnected by the Chief of Police or his designated representative for noncompliance with this Ordinance.
- (D) No alarm system shall be installed and configured so as to transmit a signal that does not convey the proper emergency, thus altering the response by emergency services.
- (E) The Chief of Police or his designated representative may order immediate, temporary disconnection of any alarm, with an audible signal, which has failed to shut off automatically after a ten-minute time period if said alarm is, in the opinion of the Police Department, causing a disturbance. In such cases, the Police Department shall enter the premises, by force if necessary, to disable the alarm. The Borough of Englewood Cliffs, its various departments, agencies and officials shall be held harmless for and on account of any and all damages arising out of such entry.

EMERGENCY LISTINGS:

- (A) The owner of any security alarm device within the Borough of Englewood Cliffs shall be responsible to provide the Police Department with his name, address and day/night telephone number or the name, address and day/night telephone number of the person responsible for the operation of the alarm system, as well as the name, address and telephone number of at least two (2) other persons having access, control and a working knowledge of the alarm system who may be contacted in the event of an activation or emergency.
- (B) Emergency listings shall be updated as follows:
- (1) Upon initial registration of the alarm system.
 - (2) On an annual basis upon renewal of the alarm permit.
 - (3) On the next business day following any change in any of the emergency information provided to the Police Department.

RESPONSE TO ALARMS:

- (A) In response to any alarm signal indicating panic or medical emergency, as so authorized by the alarm system owner in the permit application, the Police Department in accordance with this Ordinance, will be considered a real emergency, and entry will be made to the premises, by force if necessary, to respond to such signal, and the Borough of Englewood Cliffs, its various departments, agencies and officials shall be held harmless from and on

account of any and all damages arising out of such entry.

FALSE ALARMS:

- (A) In the event that an alarm system is activated under conditions heretofore defined as a false alarm, the Chief of Police shall cause an investigation to be made and a record to be kept on file of said instance.
- (B) Violations and penalties. Any person who pleads guilty or is found guilty after trial in the Municipal Court of the Borough of Englewood Cliffs for a violation of a false alarm shall be fined as follows:
 - (1) For the first and second false alarms in any given calendar year, a written warning shall be issued by the Police Department.
 - (2) For the third false alarm in any given calendar year, a mandatory fine of Twenty-Five Dollars (\$25.00) per false alarm shall be imposed.
 - (3) For the fourth false alarm in any given calendar year, a mandatory fine of Fifty Dollars (\$50.00) per false alarm shall be imposed.
 - (4) For the fifth false alarm in any given calendar year, a mandatory fine of Seventy-Five Dollars (\$75.00) per false alarm shall be imposed.
 - (5) For each subsequent false alarm in any given calendar, a mandatory fine of One Hundred Dollars (\$100.00) per false alarm shall be imposed.
 - (6) After five false alarms in any given calendar year, the Police Department shall have the right to deny the person further use of the alarm system incorporated within the Borough of Englewood Cliffs Police Department.
- (C) Each violation of a false alarm shall be a separate offense.
- (D) No corporation or person may install, maintain or repair a burglar alarm or fire alarm unless they have obtained a license pursuant to N.J.S.A. 13:31A 1.1 and N.J.S.A. 45:5-23.
 - (1) Any person who fails to comply with any provisions of this Article shall be subject, upon pleading guilty or being found guilty after trial in the Municipal Court of the Borough of Englewood Cliffs, to a mandatory minimum fine of not less than One Hundred Dollars (\$100.00) and not more than One Thousand Dollars (\$1,000.00)

RULE-MAKING AUTHORITY:

The Chief of Police may promulgate written rules and regulations supplementing this Ordinance in order to provide for accurate record keeping and efficient management.

BE IT FURTHER ORDAINED that this Ordinance shall become effective upon adoption and publication in accordance with law; and,

BE IT FURTHER ORDAINED that all ordinances or parts of ordinances inconsistent

with or in conflict with this ordinance are hereby repealed as to said inconsistencies and conflict;
and

BE IT FURTHER ORDAINED that should any part or provision of this Ordinance be held unconstitutional or invalid, such decision shall not affect the validity of this Ordinance as a whole or any part thereof, other than the part held so unconstitutional or invalid.

JOSEPH C. PARISI, Mayor

DEBBIE FEHRE, Borough Clerk