



Borough of Chatham

Annual Report

2009

Building Department

BOROUGH OF CHATHAM
BUILDING DEPARTMENT
PLANNING BOARD
ZONING BOARD OF ADJUSTMENT
2009 ANNUAL REPORT

February 3, 2010

REPORTS

- Building Department Monthly and Annual Report
- Uniform Construction Code Annual Report
- Transmission to State of Building Department Monthly DCA Report
- Quarterly State Training Fee Report
- Permits Issued (see attached report)
- Fees Collected (see attached report)
- Tree Removal (see attached report)
- OPRA Requests (50)

SUPPLIES AND DOCUMENTS

- Municipal Land Use Law Books
- P.B. and Z.B. Applications
- Building Permit Applications
- Inspection Schedules
- CCO Documents and Schedules

ISSUED PERMITS AND SCHEDULED INSPECTIONS

- Building, Electric, Plumbing, and Fire
- Continued Certificate of Occupancy
- Land Disturbance
- Tree Removal
- Signs
- Fences
- Sheds

PREPARE AGENDAS AND MINUTES and APPLICATIONS

- Sign Committee
- Planning Board
- Zoning Board of Adjustment

NEWSPAPER ADVERTISEMENTS

- Resolutions for Professional Services
- Public Notice of Action
- Resolutions Denied or Approved
- Cancellations and Special Meetings
- Annual Resolutions for P.B. and Z.B.
- Other Public Notices for P.B. and Z.B.

PREPARE APPLICATIONS FOR P.B. AND Z.B.

- Review Application with Applicant
- Answer Questions and Assist in Preparation
- Obtain Zoning Evaluations
- Obtain all Review Letters
- Check for Completeness
- Receive Escrow Payments
- Track Escrow Accounts
- Follow-up Letters for Additional Escrow

FILING OF RECORDS

- Archive Records for Building Department
- Archive New Applications for P.B. and Z.B.
- Discard Duplicated Documents

In conclusion, we are looking forward to 2010 and we wish everyone a healthy and productive new year.

Maria Maramonte
Administrative Secretary

Bill Jankowski
Construction Official

BJ:mm

Attachments

INSPECTIONS 2009

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
BUILDING	65	61	39	49	71	71	99	116	72	98	76	72	889
ELECTRIC	54	59	51	40	45	62	52	43	43	47	57	48	601
PLUMBING	40	34	43	26	52	40	31	32	22	32	35	42	429
FIRE	12	12	5	11	13	21	17	16	7	15	10	23	162
CO	3	1	4	4	6	7	10	2	6	6	4	3	56
CCO -RES	1	7	7	12	17	19	19	7	7	10	18	13	137
CCO-COM	1	1	0	0	1	2	1	3	0	0	0	3	12
OTHER	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTALS	176	175	149	142	205	222	229	219	157	208	200	204	2,286

PERMITS ISSUED 2009

	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTALS
BUILDING	18	14	15	35	32	36	41	25	24	35	22	20	317
ELECTRIC	23	13	17	31	32	24	39	21	25	30	32	25	312
PLUMBING	14	15	12	34	34	17	22	19	16	24	18	22	247
FIRE	11	6	7	12	13	10	16	7	11	17	19	16	145
CO	3	1	4	4	6	7	10	2	6	6	4	3	56
CCO	1	9	7	12	18	21	20	10	7	10	18	16	149
TOTALS	70	58	62	116	135	115	148	84	89	122	113	102	1,214

FEES COLLECTED 2009

	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTALS
BUILDING	2,817	2,233	3,022	14,098	8,472	6,352	10,669	9,051	11,348	6,373	9,096	4,301	87,832
ELECTRIC	1,600	830	1,005	2,290	1,985	1,605	3,005	1,435	2,075	1,890	2,165	1,560	21,445
PLUMBING	1,230	1,025	840	1,120	2,840	1,220	2,615	1,620	2,070	1,815	1,495	1,375	20,640
FIRE	650	330	400	2,495	1,090	725	1,075	590	765	1,300	1,190	1,245	10,480
CO	280	65	260	345	390	455	670	195	390	390	195	195	3,595
CCO	65	430	350	580	885	1,050	955	505	320	480	860	845	7,325
TOTALS	6,642	4,913	5,877	20,928	15,662	11,407	18,989	13,396	16,968	12,248	15,001	9,521	151,552

TREE PERMITS ISSUED 2009

	DEAD DISEASED	OVERGROWN HAZARDOUS	STORM DAMAGE	DUE TO CONSTRUCTION	DENIED REMOVAL
JANUARY	1	0	0	2	0
FEBRUARY	1	3	0	0	0
MARCH	8	2	0	2	0
APRIL	6	16	0	2	0
MAY	12	0	0	0	0
JUNE	7	0	0	0	0
JULY	10	6	0	0	0
AUGUST	13	3	0	8	0
SEPTEMBER	9	10	0	0	0
OCTOBER	21	8	0	0	0
NOVEMBER	1	3	0	0	0
DECEMBER	2	0	0	1	0
TOTALS	91	51	0	15	0