



BOROUGH OF CHATHAM

ANNUAL REPORT

2012

BUILDING DEPARTMENT

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February 21, 2013

REPORTS

- Building Department Monthly and Annual Reports
- 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
- OPRA Requests

SUPPLIES AND DOCUMENTS

- P.B. and Z.B. Applications
- Building Permit Applications
- Inspection Schedules
- CCO Documents and Schedules
- COAH Fee Application
- Contractor Home Improvement Registration
- Demolition of Home: Letters to Neighbors, Utilities, Abatement, Asbestos
- Demolition of Tank: Manifest and receipts for oil and scrap metal

ISSUED PERMITS AND SCHEDULED INSPECTIONS

- Building, Electric, Plumbing, and Fire
- COAH Fees: Calculate, Disburse and Track for Final Payment
- Land Disturbance
- Tree Removal – Review and Process
- Signs – Review with Zoning and Coordinate with Sign Committee
- Fences and Sheds
- Certificate of Occupancy
- Temporary Certificate of Occupancy
- Certificate of Approval
- Violations
- Continued Certificate of Occupancy - Review, Tracking and Following-up on previous permits for closure, and Process

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 for Denied or Approved Applications
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 for Meeting
Obtain Zoning Evaluations
Obtain all Review Letters
Check for Completeness
Receive Escrow Payments
Track Escrow Accounts
Follow-up Letters for Additional Escrow Funds

FILING OF RECORDS

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

We have seen an improvement in productivity and expect to continue with more growth and a favorable year ahead. Also due to the Storm Damage we have waived fees during the months of November and December.

Respectfully submitted,

Maria Maramonte
Building Department

PERMITS ISSUED 2012

	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTALS
BUILDING	17	22	44	36	39	47	35	45	28	35	26	21	395
ELECTRIC	26	22	35	52	39	35	36	30	32	44	32	26	409
PLUMBING	29	21	36	36	25	35	34	27	20	31	21	23	338
FIRE	14	9	5	18	11	9	13	9	13	18	12	12	143
CO	3	0	4	3	3	4	5	4	4	4	1	4	39
CCO	10	9	12	6	21	16	14	19	10	7	10	3	137
OTHER -CCO	0	1	0	1	0	1	0	0	1	0	0	0	4
TOTALS	99	84	136	152	138	147	137	134	108	139	102	89	1,465

FEES COLLECTED 2012

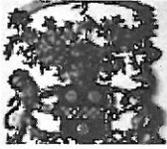
	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTALS
BUILDING	5,433	3,026	10,533	9,998	9,802	14,971	12,351	9,874	11,919	9,439	4,658	3,009	105,013
ELECTRIC	2,113	1,462	2,447	3,748	3,015	3,068	2,782	2,089	2,379	3,201	2,115	1,739	30,158
PLUMBING	2,332	1,378	3,638	2,915	2,780	3,925	3,855	2,764	1,936	3,639	1,366	1,396	31,924
FIRE	1,230	885	350	1,350	980	1,130	1,080	810	760	1,070	880	820	11,345
CO	150	0	200	150	150	200	250	200	200	200	50	200	1,950
CCO	495	425	595	290	1,025	775	665	875	475	330	505	165	6,620
OTHER - CCO	0	100	0	50	0	100	0	0	100	0	0	0	350
TOTALS	11,753	7,276	17,763	18,501	17,752	24,169	20,983	16,612	17,769	17,879	9,574	7,329	187,360

INSPECTIONS 2012

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTALS
BUILDING	49	43	49	64	65	58	64	69	73	91	56	56	737
ELECTRIC	43	49	67	72	86	46	45	66	47	74	52	45	692
PLUMBING	37	41	55	46	55	39	37	55	37	53	33	32	520
FIRE	9	14	19	15	15	16	10	11	12	19	15	19	174
CO	3	0	3	4	3	4	5	4	4	4	1	4	39
CCO-RES	9	8	11	6	20	15	13	18	9	8	10	2	129
CCO-COM	1	1	1	0	1	1	1	1	1	0	0	1	9
OTHER													
TOTALS	151	156	205	207	245	179	175	224	183	249	167	159	2,300

YEAR END FEES COLLECTED 2011 AND 2012

	YTD 2011	YTD 2012	TOTAL DIFFERENCE	% DIFFERENCE
PERMITS	1,281	1,465	+184	+14.36%
INPECTIONS	2,267	2,300	+33	+1.46%
FEES COLLECTED	\$180,950	\$187,360	+\$6,410	+3.54%



Chatham Borough
54 Fairmount Ave
Chatham, NJ 07928

Building Summary Report

All permits issued between the dates of 1/1/2012 and 12/31/2012.

Permit Summary	Totals	
Number of Permits:		919
Number of Permit Updates:		0
Construction Costs:		\$13,437,184
Total Square Footage		49,619
Fees Waived:		\$1,838
Subcodes	Total Subcode Fees	
Import - Subcode not specified		\$0
Building		\$105,013
Electrical		\$30,158
Fire		\$11,345
Plumbing		\$31,924
Certificates	Count	Total Certificate Fees
Certificate of Occupancy	39	\$1,950
Certificate of Approval	327	\$0
Temporary Certificate of Occupancy	1	\$50
Certificate of Continuing Occupancy	3	\$300
Non-UCC Certificates	Count	Total Certificate Fees
Non-UCC Certificates	137	\$6,620
		Subcode Fees Grand Total
		\$178,440
		Certificate Grand Total
		\$8,920
		<hr/>
		\$187,360



Chatham Borough
54 Fairmount Ave
Chatham, NJ 07928

Building Summary Report

All permits issued between the dates of 1/1/2011 and 12/31/2011.

Permit Summary	Totals	
Number of Permits:		851
Number of Permit Updates:		0
Construction Costs:		\$11,608,578
Total Square Footage		46,779
Fees Waived:		\$646
Subcodes	Total Subcode Fees	
Import - Subcode not specified		\$0
Building		\$109,347
Electrical		\$25,611
Elevator		\$0
Fire		\$6,990
Plumbing		\$29,727
Certificates	Count	Total Certificate Fees
Certificate of Occupancy	32	\$1,650
Certificate of Approval	314	\$0
Temporary Certificate of Occupancy	7	\$200
Certificate of Continuing Occupancy	2	\$200
Non-UCC Certificates	Count	Total Certificate Fees
Non-UCC Certificates	151	\$7,225
Subcode Fees Grand Total		\$171,675
Certificate Grand Total		\$9,275
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		\$180,950