



Borough of Chatham

Annual Report

2010

Building Department

BOROUGH OF CHATHAM
BUILDING DEPARTMENT
PLANNING BOARD
ZONING BOARD OF ADJUSTMENT

2010 ANNUAL REPORT

February 15, 2011

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 (see attached report)
- OPRA Requests

SUPPLIES AND DOCUMENTS

- Municipal Land Use Law Books
- 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

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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

As we move forward into 2011 we have completed the organization of Shared Services with the Madison Inspectors. It has been a smooth transition and we hope to have a promising year ahead.

Maria Maramonte
Administrative Secretary

Attachments

INSPECTIONS 2010

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
BUILDING	35	56	58	76	99	92	83	92	66	84	65	72	878
ELECTRIC	35	48	91	52	72	69	42	53	66	58	71	71	728
PLUMBING	29	37	42	44	33	38	28	25	40	48	49	53	466
FIRE	21	15	16	10	11	14	3	9	16	11	9	9	144
CO	6	5	6	5	13	11	3	7	3	5	2	1	67
CCO -RES	5	5	18	15	19	26	8	9	7	10	10	12	144
CCO-COM	2	1	3	1	0	4	2	0	0	2	2	0	17
OTHER	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTALS	133	167	234	203	247	254	169	195	198	218	208	218	2,444



Chatham Borough
54 Fairmount Ave

Building Summary Report

All permits issued between the dates of 1/1/2010 and 12/31/2010.

Permit Summary	Totals	
Number of Permits:		935
Number of Permit Updates:		0
Construction Costs:		\$9,608,144
Total Square Footage		46,675
Fees Waived:		\$359
Subcodes		Total Subcode Fees
Import - Subcode not specified		\$0
Building		\$91,394
Electrical		\$26,658
Fire		\$10,515
Plumbing		\$25,719
Certificates	Count	Total Certificate Fees
Certificate of Occupancy	66	\$4,275
Certificate of Approval	176	\$0
Temporary Certificate of Occupancy	2	\$0
Non-UCC Certificates	Count	Total Certificate Fees
Non-UCC Certificates	161	\$8,015
	Subcode Fees Grand Total	\$154,286
	Certificate Grand Total	\$12,290
		\$166,576

PERMITS ISSUED 2010

	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTALS
BUILDING	13	22	25	39	39	45	20	30	32	40	31	22	358
ELECTRIC	29	22	24	44	40	28	23	37	26	52	45	24	394
PLUMBING	26	17	19	30	29	26	20	33	20	41	40	30	331
FIRE	19	8	14	12	19	11	8	15	15	15	12	4	152
CO	6	5	6	5	13	11	3	7	3	5	2	1	67
CCO	7	6	21	16	19	30	10	9	7	12	12	12	161
TOTALS	100	80	109	146	159	151	84	131	103	165	142	93	1,463

FEES COLLECTED 2010

	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTALS
BUILDING	5,889	7,180	8,186	8,048	10,897	10,187	7,125	7,458	5,614	8,569	7,788	4,563	91,394
ELECTRIC	1,920	1,695	1,730	2,815	2,770	2,150	1,420	2,735	1,790	3,430	2,863	1,375	26,658
PLUMBING	2,180	1,465	1,805	2,285	3,045	2,045	985	2,280	1,465	3,284	2,869	1,911	10,515
FIRE	1,360	540	970	890	1,615	830	620	910	870	1,060	680	290	25,719
CO	390	345	390	325	845	715	195	475	195	315	100	50	4,340
CCO	385	315	1,080	795	935	1,470	505	400	330	590	620	590	8,015
TOTALS	12,124	11,540	14,076	15,158	19,857	17,397	10,850	14,308	10,314	17,248	14,920	8,779	166,641



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