

**Borough of Allendale
Engineering Department Requirements**

Addition > 500 SF increase to building footprint

For a proposed addition that will increase the building footprint by more than 500 square feet, please submit 1 copy each of the following to the Borough of Allendale Engineering Department for review:

- Plot Plan prepared by a licensed Professional Engineer or Land Surveyor (Section 196-1.A of the Code).
- Signed and Sealed copy of survey, if referenced on the Plot Plan.
- Proposed drainage details, including calculations prepared by a licensed Professional Engineer.
- Soil log or percolation test results, certified by a licensed Professional Engineer.
- \$500 Initial Plot Plan Escrow Deposit (balance to be returned to owner upon issuance of CO). Account to be replenished by applicant if exhausted.
- Borough of Allendale Soil Movement Permit Application (Section 225 of the Code), if applicable.
- Soil Movement Permit Application Fee, in accordance with Section 225-12 of the Code, if applicable.
- Initial Soil Movement Escrow Deposit (balance to be returned to owner upon issuance of CO) in accordance with Section 225-12 of the Code. Account to be replenished by applicant if exhausted.
- Soil Movement Performance Guaranty, in accordance with Section 225-9 of the Code. Bond shall be returned upon issuance of the CO.

Upon completion of the construction of a building or structure foundation, an **AS-BUILT FOUNDATION LOCATION PLAN** prepared by a licensed land surveyor will be required to be submitted for review and approval, in accordance with Section 196-1.C of the Code.

Upon completion of construction approved on the plot plan, prior to the issuance of a certificate of occupancy, an **AS-BUILT PLAN** of the site prepared by a licensed land surveyor will be required to be submitted for review and approval, in accordance with Section 196-1.D of the Code.

Please direct all questions to Melissa Daly at 201-818-4400 x212, or MelissaDaly@allendalenj.gov.