



# City of Clifton

DIVISION OF ENGINEERING  
900 CLIFTON AVENUE  
CLIFTON, NEW JERSEY

MICHAEL J. LARDNER, P.E.  
CITY ENGINEER

## APPLICATION FOR SOIL FILL PERMIT FEE: \$200.00 ORDINANCE #5256-88

973-470-5793  
FAX: 973-470-5806  
mlardner@cliftonnj.org

Identification of Development or Property: \_\_\_\_\_

Block: \_\_\_\_\_ Lot: \_\_\_\_\_

Type of Zoning: \_\_\_\_\_ Size of Tract: \_\_\_\_\_

Certification and Inspection Fee Submitted: \$ \_\_\_\_\_

Owner(s) of Development: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Plans Prepared by: \_\_\_\_\_

Agent Responsible: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Application with plan and supporting documents as listed on reverse side of this form to be submitted to City of Clifton Engineering Department.

Application Received by: \_\_\_\_\_ Date: \_\_\_\_\_

**DO NOT WRITE BELOW THIS LINE**

Application: \_\_\_\_\_ Complete \_\_\_\_\_ Incomplete \_\_\_\_\_

Outstanding Items: \_\_\_\_\_

Application: \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_

Reasons for Denial: \_\_\_\_\_

Signed: \_\_\_\_\_ City Engineer \_\_\_\_\_ Date \_\_\_\_\_

**PERMIT**

Date: \_\_\_\_\_

Permission is hereby granted to conduct soil fill operations in accordance with site grading plan entitled \_\_\_\_\_ Dated \_\_\_\_\_

Prepared by: \_\_\_\_\_

\_\_\_\_\_ City Engineer \_\_\_\_\_ Date \_\_\_\_\_

**THIS PERMIT EXPIRES 90 DAYS AFTER DATE OF ISSUE**  
**Not valid unless signed by City Engineer**

A complete application for a soil fill permit includes the following items:

1. Three copies of the plan with a scale of 1" = 20', or other agreed upon scale, referenced to a county map. Each copy shall contain:
  - a. Contours at a one-foot interval, or other agree upon interval showing present ground elevation.
  - b. Location of present and proposed drains and culverts.
  - c. A site-grading plan showing proposed cut and fill area and profiles. Construction plans of any proposed structures.
  - d. Delineation of any area subject to flooding from the 100 year storm in compliance with the Flood Plains Act (NJS A 58:16A) or applicable municipal zoning.
  - e. Location of all proposed soil erosion and sediment control facilities for areas in excess of 5000 square feet.
2. Two copies of a narrative indicating:
  - a. Proposed sequence of development.
  - b. Proposed starting date of each phase in the sequence.
  - c. Identification of land areas to be disturbed and length of time the soil in each area will be exposed.
  - d. Proposed date to complete each phase of development.
  - e. Planned soil erosion and sediment control measures and facilities based upon Standards promulgated by the New Jersey State Soil Conservation Committee, if applicable.
  - f. Plans for maintenance of soil erosion and sediment control measures and facilities during and after construction, including responsibility for maintenance of facilities after the development is completed.
3. Three copies of completed application.
4. **Application Fee: \$200.00 (check payable to City of Clifton)**
5. All plans and reports must be signed and sealed by a Professional Engineer licensed in New Jersey.
6. Application form and required documents to be submitted to City of Clifton Engineering Department.