

Preconstruction Video Requirements and Submission Form

The Haddonfield Code of Ordinances requires the submission of a preconstruction video or digital photographs of all public property near any site that is to undergo construction. The purpose of this ordinance is to determine if any damage to Borough property (ie: streets, curbs, sidewalks, trees, etc.) was caused during the course of construction. Preconstruction videos must be submitted to the Construction Office for the Borough Engineer to review.

The video and a \$250 fee must be submitted with the applications for zoning and construction. **The video must be submitted on a USB flash drive or memory stick, labeled with the property address, with the file(s) saved as the address of the property that will be undergoing construction.** Digital photos must be named with the property address and a brief description. (ie: 242KingsHighwayEast-Sidewalk). Emails will NOT be accepted. Payment of fee expected at time of submission. Cash or checks only.

Projects that Require Preconstruction Video Submission Include:

- Any New Construction Exceeding Two-Hundred (200) Square Feet
- Whole House Demolitions
- New House Construction
- Additions
- Any Project That will Require the Use of a Backhoe, Tractor or Other Similar Construction Equipment

Property Owner's Name: _____

Property Owner's Address: _____

Property Owner's Phone Number: _____

Applicant's Name: _____

Applicant's Address: _____

Applicant's Phone Number: _____

Applicant's Email Address: _____

Applicant's Signature: _____ Date: _____

DATE SUBMITTED TO ENGINEER: _____

APPROVED: _____ DENIED: _____ DATE: _____

ENGINEER SIGNATURE: _____ FEE SUBMITTED: _____