COUNTY OF GLOUCESTER
BOROUGH OF PITMAN

110 SOUTH BROADWAY EMAIL-construction@pitman.org
CONSTRUCTION OFFICE PHONE 856-589-2433

LOT GRADING & SITE INSPECTION REQUEST FORM

An application is hereby made to the Borough of Pitman, Gloucester County for approval of a proposed lot grading plan for the following property in accordance with Ordinance O:07-03.

Please submit to the Construction Office at the above address, a complete application which includes the following**:**
Signed Application, Proof of Payment and FIVE (5) Signed and Sealed Grading Plans.

BLOCK _____ LOT_____APPLICATION # L-_____

APPLICANT NAME : _____

ADDRESS : _____

EMAIL: _____ PHONE #_____

APPLICANT SIGNATURE _____DATE_____

PRINT APPLICANT NAME _____

IF DIFFERENT:

PROPERTY OWNER SIGNATURE _____DATE_____

PRINT PROPERTY OWNER NAME _____

FEES:

Application **$35.00** Cash_____ Check #_____

Original Grading Plan w/ Inspections **$550.00** Cash_____ Check #_____
(Lot Grading Plan Review *$250.00***,** Foundation Location Plan Review *$100.00***,** Final Inspection *$200.00***)**

Revised Grading and/or Reinspection

Revised Grading **$100.00** Cash _____ Check #_____
Reinspection **$100.00** Cash _____ Check #_____

(Please submit separate checks made payable to the Borough of Pitman)

NAME OF FIRM PREPARING PLAN: _____

NAME OF PROFESSIONAL PREPARING PLAN: _____

ADDRESS: _____

EMAIL: _____ PHONE #_____

Please direct all review questions to: Colliers Engineering & Design 609-617-9004
500 Scarborough Drive, Suite 108, Egg Harbor Township, NJ 08234 www.colliersengineering.com .

CHECK LIST FOR LOT GRADING PLANS

Application Date: _____ Block/Lot_____

Reviewer/Inspector:_____

Date of Plan:_____ Last Revised:_____

ITEM	REQUIREMENT	YES	NO	COMMENTS
1	Title Block indicating address of property, block and lot numbers and name and address of applicant			
2	The grading plan must be signed and sealed by a New Jersey licensed Professional Engineer			
3	The grading plan shall be drawn legibly at a scale of one-inch equals 30 feet			
4	North Arrow			
5	Benchmark: datum, location, and elevation			
6	Existing and proposed contours at one (1) foot intervals. (Min. 25' beyond property line boundary)			
7	Location of all property lines, easements and required setback lines. All property lines and easements must indicate bearings and distances.			
8	Property Corners: type, location, and ground elevations.			
9	All existing and proposed structures and site improvements on the lot to be developed and abutting lots. The distance between proposed improvements and property lines must be provided.			
10	Existing (as built) top of curb elevation adjacent to property corners; high points & PC's.			
11	Proposed clearing limits.			
12	Building Footprint			
13	Top of block/foundation for main and step down foundations			
14	Elevation of vehicle entrance to garage.			
15	Ground elevation at all building corners.			

16	Required minimum grade from dwelling per the Uniform Construction Code NJAC 5:23.			
17	Driveway centerline elevations at sidewalk, curb line & breakpoints			
18	Location and elevation of swimming pools and appendages, including • decks, filtering equipment and fencing			
19	Elevation of edge of Borough-owned sidewalk adjacent to property corners and at center of driveway			
20	All proposed utility services, including vents and cleanouts.			
21	Inlet grate elevations (private and Borough owned)			
22	Sump pump discharge line invert elevation, location & surrounding ground elevation.			
23	Location of septic system, including finished grade, inspection ports and septic and dosing tank manhole/ lid elevations.			
24	Location of all floodplains, stream encroachment, wetlands, and wetland buffer lines.			
25	Location of trees over five inches caliper within the area to be disturbed			
26	Proposed ground elevations shown on the approved grading plan must be included on the as-built plan.			
27	Location of landscape and/ or retaining walls with top & bottom elevations.			
28	Elevations at all high points on the lot.			
29	Drainage swale elevations and slopes.			
30	Lot grade to drain. (flow arrows)			
31	Additional items required by the Engineer.			

At the discretion of the Engineer, certain items may be waived.