

BOROUGH OF POINT PLEASANT

Telephone: 732-892-7129 Email: construction@ptboro.com

HOUSE ELEVATING REQUIREMENTS

The following information will serve as a guide to elevate existing structures above the flood elevation.

This guide in no way replaces any Federal, State and Local Laws and Ordinances.

(This is a guide and is not all inclusive)

Approval to elevate structures is predicated upon submission of the following:

1. Zoning Application; submit with \$75 fee and the following:
 - Current Survey & Elevation Certificate (if available).
 - Plot Plan; a survey showing all proposed work with setbacks to all property lines
2. Construction Permit Application, including:
 - Shut off letters from the utility companies (gas, electric, cable, telephone, propane) If not yet available, please inform us at submittal.
 - Letter stating contractor is responsible for the protection of adjoining properties for the duration of the project.
 - Show distance of neighboring structures on survey or plot plan (can be hand drawn)
 - Copy of House Elevation Contractor Certificate and requirements per NJAC 5:23-2.37 (attached)
 - Plumbing permit marked "disconnect/reconnect" for water & sewer (if not removing foundation) *If the existing foundation is to be removed, a "disconnect fee" is to be paid in the Water/Sewer Dept. & DPW will disconnect.*

Foundation plan prepared by licensed architect or engineer including:

1. BUILDING HEIGHT PER NJIRC DEFINITION (average grade to mean roof of highest roof structure).
2. RIDGE HEIGHT MEASURED FROM THE BASE FLOOD ELEVATION.
3. **ON AN ELEVATION DRAWING:**
 - ELEVATION OF GRADE.
 - ELEVATION OF CRAWL SPACE FLOOR/SLAB.
 - THE BASE FLOOD ELEVATION (higher of FIRM or Preliminary FIRM).
 - THE DESIGN FLOOD ELEVATION (POINT PLEASANT = BFE+3'), WHICH IS RELEVANT TO ALL CODES.
 - THE FINISHED FLOOR ELEVATION.
4. MATERIAL DESIGNATIONS FOR ALL MATERIAL BELOW THE DESIGN FLOOD ELEVATION.
5. FLOOD VENTS WITH CALCULATIONS
6. FRONT, REAR & SIDE ELEVATIONS INCLUDING STAIR PROJECTIONS

Prior to issuance of a certificate of occupancy:

1. Certificate of Occupancy application
2. All final inspections approved/pass.
3. (1) Sealed elevation certificate and (2) copies, if engineered flood vents were used, submit required ICC evaluation service form or sealed engineered calculations.

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5:23-2.37 Elevation of an existing building

(a) **Service connections:** Before a building can be elevated, the owner or agent shall notify all utilities having service connections within the building, such as water, electric, gas, sewer, and other connections. A permit to elevate shall not be issued until releases are obtained from all utilities that provide service to the property, stating that their respective service connections and appurtenant equipment, such as meters and regulators, have been removed or sealed or plugged in a safe manner.

(b) **Method of elevation:** The permit application shall include the proposed method of elevation or equipment to be used, including an estimate of the lifting load and identification of the locations for the principal lift beams, lateral support beams, and cribbing, if any. All supports, including, but not limited to, jacks, beams, cribbing, and strapping, shall be of sufficient size and strength to support the estimated lifting load.

(c) **Equipment:** The elevation shall employ a synchronized hydraulic jacking system or a method or equipment deemed to be equivalent. For purposes of evaluating the equivalency of any proposed method or equipment, the construction official or building subcode official may request additional supporting documentation pursuant to *N.J.A.C. 5:23-2.19* and *3.7*.

(d) **Protection of adjoining property:** In cases where the lot size or the location of the building on the lot is such that there is a need to protect adjoining property or public rights of way, a plan for providing such protection shall be included as part of the permit application. The construction official may require that the plans be prepared by a New Jersey licensed design professional.