
Mays Landing Office
6260 Old Harding Highway
Mays Landing, NJ 08330
Phone (609) 625-3144



West Berlin Office
408 Commerce Lane
W. Berlin, NJ 08091
(856) 767-6299

APPLICATION REQUIREMENTS FOR SINGLE FAMILY, MULTI FAMILY, LAND GRADING OR DEMOLITION ACTIVITIES LESS THAN 1 ACRE

- Submit a completed Application for Soil Erosion and Sediment Control Plan Certification.
Note: Plans prepared by information must match the plans being submitted.
- Submit a completed Ownership Disclosure Affidavit form.
Note: Only needed if the owner listed on the application form is a corporation, partnership, or organization.
- Submit a completed “Minimum Soil Erosion and Sediment Control Requirements during Construction” form.
Note: Plans prepared by information must match the plans being submitted.
- Submit one (1) signed and sealed copy of the site plan/plot plan with footprint of new proposed structure, proposed elevations for finished grade on the lot and proposed first floor elevations and any other land use (i.e., driveway, swimming pool, detached structures etc.). *Note: Plans may also need to include soil de-compaction requirements. These provisions have been included within Chapters 8 (Topsoil) and 19 (Land Grading) of The Standards for Soil Erosion and Sediment Control in New Jersey.*
- Submit “Property Owner Authorization Form” if someone other than owner listed on application form is signing on behalf of the owner.
- Demolition/Land Grading Only: Submit a copy of a survey, municipal tax map or google map with the project location delineated on the map. Write “Structure to be demolished” on map. Include all property information (block, lot, and street address). Sign and date map to server as official demolition/land grading plan.
Note: If applicable, include soil de-compaction requirements. These provisions have been included within Chapters 8 (Topsoil) and 19 (Land Grading) of The Standards for Soil Erosion and Sediment Control in New Jersey.
- Appropriate Fee

All forms and District Fee Schedule can be found on the districts website
www.delatlantic.org

To ensure a quick processing time, please make sure all forms are completed in full, signed, dated and that site plans submitted are signed and sealed.
NO photocopies of plans are permitted unless for demo/land grading only.