

TOWNSHIP OF LIVINGSTON
RETAINING WALL CHECKLIST

PLANS WILL BE REVIEWED ACCORDING TO DATE RECEIVED, NOT
ACCORDING TO COMPLEXITY OF PROJECT

1. Need a copy of contractors' current Home Improvement card.
*****Applications will not be accepted with out this information*****
2. Need a **current sealed survey** plus two (2) copies of the survey with the retaining wall drawn to scale and setbacks to property lines shown. **Must be separate from plans.**
3. Need four (4) sets of construction plans. In addition to actual plans, if possible, plans on discs would be appreciated for our scanning purposes.
4. Need building application completed. Building sub-code and description of work. Must include wall height under Building Description.
5. Need homeowner's plan certification section of application completed- unless plans are drawn by a New Jersey registered architect.
6. Owners name & address on plans. If homeowner is drawing their own plans, then they must also be signed
7. Need to comply with Initial Retaining Wall Submission & Design Requirements for Retaining Wall checklists from Engineering Department (enclosed)
8. Need to contact Soil Conservation for an application at 973-364-0786(ext 10) Fran Aguirre for soil disturbance over 3500 sq. ft. Their e-mail is: information@hepscd.org.
9. Must complete Residential Zoning Application and enclose a check for \$120.00 payable to The Township of Livingston.

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RETAINING WALL CONT'D

10. Must enclose Surface Drainage Permit Application for Engineering.

SURFACE DRAINAGE ORDINANCE 35-2008;

EFFECTIVE 11-23-08;

AVAILABLE ONLINE AT LIVINGSTONNJ.ORG

**IF CHANGING GRADE OF PROPERTY FOR ANY RETAINING
WALL A SURFACE DRAINAGE PERMIT MUST BE OBTAINED
FROM THE ENGINEERING DEPARTMENT.**