Demolition Permit Instructions

At present, the Historic Preservation Officer reviews all applications for demolition throughout the City in order to establish if the building or structure contains historic, cultural, and/or architectural significance. This review is conducted in compliance with Chapter 105 of the City Code entitled Building Demolition. There will be a $40 fee due, payable to the City of Jersey City at the time of application.

For review of the demolition request, please submit to this office the following:

1. A map, site plan, or survey showing the location of the structure on its property with reference to neighboring properties;
2. Photographs of all street façade elevations and significant features on that block’s frontage (Images from Google Maps will not be accepted as photographs);
3. The demolition Permit Application for Staff signature (obtained at the Building Department);
4. The demolition Permit Application Jacket for Staff signature (obtained at the Building Department);
5. Any and all other documents required by the Construction Code Official and as specified in the application.

Staff will review these requests on a first in / first out basis and provide a memorandum to the Construction Code Official regarding the significance of the building as soon as their research is complete. In extraordinary cases, it might be advisable to have staff of the Historic Preservation Office visit the building if the photographic or cartographic evidence is unclear.

All demolition applications will be certified as complete or incomplete within 10 business days of submission. All applications will be reviewed and reported on within 45 days of the application being deemed complete.

Please fill out the information below and include this sheet with the required documentation.

Property Address: ___________________________________________________________

Block: ________________   Lot:__________________  Ward:________________________

Name & Contact Number: _____________________________________________________

Email:_____________________________________________________________________


