

New Construction

Requiring Permits

- Any type of new building
- New residential dwelling
- Add a level or dormer
- Any type of new building
- Demolition of a structure
- Decks
- All new Electrical and/or Plumbing work
- Fences exceeding 6 feet
- In ground lawn sprinkler system
- Finished basement/attic
- Paneling
- Fireplace/woodstove
- Pole barn
- Set a modular trailer
- Hot water heater
- Furnace/boiler
- Add new air conditioning
- Add water connection
- Add sewer connection
- Radon mitigation work
- Fire or burglary system
- Sheds
- Installation of in ground and above ground pools
- Oil/gas tank removal & installation

An applicant must submit two copies of the construction plans, which may be drawn by the applicant for his/her one family dwelling or by a licensed N.J. architect or engineer.

Not all types of construction or repair work are listed here

Call the Construction Office if you have a question.

Repair or Replacement

Requiring Permits

- Air conditioning
- Boiler/furnace
- Hot water heater
- Gas piping
- Upgrade or replace electrical service
- Replacement roofing
- Vinyl/aluminum/wood siding
- Windows
- Propane tanks
- Replacement of shower valve
- Relining chimney
- Sewer connection
- Water service connection

Plan review may take up to twenty (20) business days.

If the documents do not comply, the applicant will be notified of the violations, and corrected documents will have to be submitted.

Inspections Required

- Footing – prior to pouring concrete
- Foundation wall-prior to backfill
- Rough plumbing and electric prior to framing inspection
- Insulation inspection-prior to sheetrock
- Final electric, plumbing, fire and building

Upon completion of work, at least 24 hours notice is required for an inspection and it will be scheduled at the next available appointment.

Emergency Repairs

When a condition occurs that affects the environmental conditions of an occupied space, that condition may be considered an Emergency Repair. The replacement of a furnace or hot water heater is examples. When this happens, you are required to call the office and to obtain a permit within 72 hours after the work is completed.

Ordinary Repairs Not Requiring a Permit

Installation, repair or replacement of any finish material including sheetrock or plaster if the total repair area is less than 25% of the wall area in any given room.

- The replacement of any glass with the same type; installation or replacement of any door or window, as long as the net clear opening of the window is not reduced, and no wood framing members are added or removed
- The repair or replacement of:
 - Gutters & leaders
 - Any one plumbing fixtures or faucet except shower valves.
 - Any electrical receptacle, switch, or light fixture except GFI circuits
- The replacement of a smoke detector with a similar detector

If you have any questions, please call this department at 908 359-8211