

BOROUGH OF SOUTH PLAINFIELD

Building Department

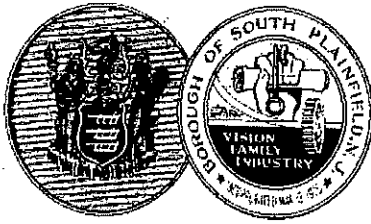
2480 Plainfield Avenue

South Plainfield, New Jersey 07080

Tel: 908-226-7640 Fax: 908-756-4761

APPLICATION GUIDELINES FOR NEW HOMES

- 1) Engineering Release Letter from Borough Engineer. You must pay Sewer Connection Fees and Engineering Inspection Fees to the Borough Clerk and receive a letter from the Borough Engineer prior to applying for a Building Permit.
- 2) Plot Plan. Provide three (3) copies of signed and sealed.
- 3) Tree Removal Permit - See Dr. Alice Tempel.
- 4) If proposed building lot was part of a subdivision, you must provide a copy of the filed signed plat or filed signed deed along with the application.
- 5) Completed Zoning Application and \$50 fee along with three (3) copies of proposed location survey by a New Jersey Licensed Surveyor. Survey must show proposed house, porches, decks, cantilevers, chimneys etc.
- 6) Copy of current valid State Builders Registration Card and Number. Exception for owner/occupant who is building his own home and signed Affidavit on inside of jacket.
- 7) Water Availability Letter from water utility.
- 8) Copy of Soil Conservation Certification Letter or Exemption Letter.
- 9) Completed and signed construction permit jacket and subcode applications along with appropriate seals, if required.
- 10) Two (2) sets of RAISED SEAL drawings done by a New Jersey Licensed Architect. Plans shall include building, electrical, plumbing, mechanical and fire subcode specifications sufficient to determine code compliance.
- 11) Application for COHA (Affordable Housing Contribution) completed, paid and signed by the Tax Assessor, Borough Clerk and Engineering.
- 12) Sewer availability letter from Clerks Office.



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New Home Inspection Request

You must call 908-226-7640 with your permit number, address and type of inspection you are requesting at least twenty-four (24) hours prior to your inspection. (*Approved plans must be on-site during all inspections*).

1. **FOOTING:** Prior to placement of concrete. All forms in place and grounding wire connected to rebar if rebar used in footing.
2. **FOUNDATION/BACKFILL:** Two (2) copies of As-Built foundation survey prior to requesting inspection. All waterproofing and perimeter drains must be in place. All anchor bolts in place.
3. **SILL INSPECTION:** Prior to floor framing. All sill plates must be anchored within twelve inches (12") of corners, ends and upper sill plate splices. Minimum two (2) bolts per plate section.
4. **UNDERGROUND PLUMBING, MECHANICAL OR ELECTRICAL:** Prior to covering.
5. **SLAB:** Prior to placement of concrete for on grade floors, basement and garage floors.
6. **SHEATHING:** Prior to roofing or siding. Sheathing must extend to upper top plate and be nailed six inches (6") or less on all edges and ends and twelve inches (12") on all intermediate areas.
7. **ROUGH PLUMBING & ROUGH ELECTRIC:** Must be approved prior to rough framing.
8. **SMOKE DETECTOR LOCATIONS:** Call Fire Department at 908-754-4761 to arrange inspection.
9. **ROUGH FRAMING:** Seal all penetrations between levels with fire caulk/fire safing. Any changes from approved plans require a revision from the architect.
10. **INSULATION:** All exterior walls and ceilings must have a continuous rip free vapor barrier including over exterior wall ductwork. Perimeter basement insulation must be un-faced or covered with sheetrock.
11. **FINAL FIRE:** Call Fire Department at 908-754-4761 to arrange inspection.
12. **FINAL ELECTRIC AND FINAL PLUMBING**
13. **ENGINEERING RELEASE:** Contact T&M Associates at 732-671-6400 to schedule inspection. No Certificate of Occupancy can be issued without this release.
14. **FINAL BUILDING:** Have soil conservation and homeowners warranty if applicable. Provide three (3) copies of final As-Built survey.
15. **RESOLUTION COMPLIANCE:** By Zoning Official