

Type of Work	Zoning	Engineering	Building	Plumbing	Mechanical	Electric	Fire	Chimney Cert	Notes
A/C new or replacement	✓				✓	✓			Zoning permit; survey marking location of condenser indicating distance from property lines; \$50 fee
Additions	✓	✓	✓	✓	✓ (if HVAC installation is part of job)	✓	✓ Not always required; depends on scope of job		Please see checklist on website
Basement Renos			✓	✓ Depends on scope of job		✓	✓		Layout sketch of basement required; 3 copies; if adding a bedroom, please indicate the current number of bedrooms
Bath Renos			✓	✓		✓			Layout sketch of bathroom required; 3 copies
Boiler					✓	✓		✓	Backflow preventer to be listed on permit if replacing
Burglar Alarm						✓			Need burglar license and

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									business license from contractor
CCO, Commercial only			✓	✓	✓	✓	✓		Inspections conducted by all 4 subcodes after application is submitted and CCO permit is issued
Chimney Liner, for venting of gas appliance					✓			✓	Specs on liner to be submitted with application
Chimney Liner, for fireplace							✓	✓	Specs on liner to be submitted with application
Curb Cut		✓							Engineering application can be found on line
Decks	✓		✓						sketch of deck to be submitted; contact Building Dept. for sample drawing
Demolition Permit			✓						Please see checklist on website
Driveway, repaving	✓								Zoning permit; survey highlighting driveway to be repaved; \$50 fee
Driveway, replace in	✓								Zoning permit;

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kind									survey highlighting driveway to be replaced in kind; \$50 fee
Driveway, widening and/or reconfiguring	✓	✓							Zoning permit; showing area to be widened; distance from property lines and new improved lot coverage calculation to be submitted with permit
Fences (around a pool)	✓		✓						Zoning permit; survey highlighting location of fence; \$50 fee
Fences (not around a pool)	✓								Zoning permit; survey highlighting location of fence; \$50 fee
Fireplaces (Gas), new building				✓		✓ Depends on scope of job	✓		
Fireplaces (Gas), existing building					✓	✓ Depends on scope			

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Fireplaces (Wood)			✓				✓		Venting to be indicated
Front Steps	✓ Only if enlarging steps, still need survey if replacing in kind		✓						Please indicate if railings are being installed
Furnace					✓	✓		✓	
Generator	✓				✓	✓			Zoning permit; survey showing location of generator indicating distance from property lines; \$50 fee; ALSO, a generator checklist needs to be submitted with permit; checklist can be found on website
Hot Water Heater					✓			✓	
Kitchen Renos			✓	✓	✓	✓			Layout sketch of kitchen required; 3 copies
Landscape Lighting						✓			Permit needed

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									for the 100 outlet connection; not the low voltage lighting itself
Lawn Sprinklers				✓		✓ Only if rain sensor is not wireless			Permit needs to be submitted by a certified landscape irrigation contractor to submit application and provide their license; BFP needs to be installed by a NJ Licensed Master Plumber
New Home	✓	✓	✓	✓		✓	✓		Bergen County Soils permit required; please see checklist on website
Pavers	✓								Zoning permit; survey showing location of proposed patio; improved lot coverage calculations to be submitted
Portico	✓					✓ depends			Zoning permit; site plan

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						on scope of job			showing proposed portico
Radon Vent			✓			✓			Need Radon license
Retaining Walls	✓	✓	✓						Building required if over 4 ft; survey showing location of retaining wall indicating distance from property lines; \$50 fee
Road Opening		✓							Engineering application can be found on line
Service Upgrade						✓			
Shed (if less than 200 sf and less than 10 ft. in height)	✓								Survey showing proposed location of shed; distance from property lines
Shed (over 200 sf and over 10 ft.)	✓		✓						Zoning permit; survey highlighting location of shed indicating distance from property lines
Sidewalk Repair/Replacement		✓							Engineering application can be found on line

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Siding/Roofing, residential			✓						Only required if change of materials and/or the plywood is being replaced (roofing)
Siding/Roofing, commercial			✓						
Smoke/Fire Alarms						✓	✓		Need alarm license and business license
Solar Panels	✓		✓			✓			Please see ordinance on line for further information
Swimming Pools (above ground)	✓	✓ Possible if a seepage pit is needed	✓	✓ Possible; depends on water connection	✓ If a gas heater is being installed	✓ Possible; depends on job			
Swimming Pools (in ground)	✓	✓	✓	✓	✓ If a gas heater is being installed	✓			BC Soils Permit required for soil disturbance over 5k sf; permit checklist on line
UST Removal							✓		NJJDEP license required
Water Softener				✓					
Windows/doors	✓ Possible								Not required if EXACT replacement; if touching the

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									header, a permit is needed