



TOWNSHIP of HOWELL

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GUIDELINES FOR PLAN REVIEW / INSPECTIONS FOR FINISHED BASEMENTS

- ❑ The front of the UCC Construction Permit Application (manila folder) Sections I, II, III (optional), IV, VI, and VII shall be filled out completely.
- ❑ The inside section of the UCC Construction Permit Application (manila folder) shall be signed by the homeowner or contractor, whoever will assume responsibility for the work done.
- ❑ The small white UCC Construction Permit shall be completely filled out.
NOTE: the “Estimate Cost of Work” shall be the total of all the subcode tech sections “est. cost of work” added together.
- ❑ All appropriate Subcode Technical Sections shall be completely filled out and signed by the homeowner, contractor or licensed contractor (if applicable).

BUILDING REQUIREMENTS:

- ❑ Building Subcode Technical sections A, B, C and D shall be properly filled out completely.
- ❑ Floor plan. Label use of each room.
- ❑ Cross-section of walls.
- ❑ Heating specs/efficiency rating of heating system.

ELECTRICAL REQUIREMENTS:

- ❑ Electrical Subcode Technical sections A, B and D to be filled out completely.
- ❑ Electrical Subcode Technical section C to be signed by homeowner provided the homeowner prepared his own plans and will be doing work himself, exclusively for his private residence **or** signed and sealed by a New Jersey Licensed Electrical Contractor.
- ❑ See handout.

FIRE REQUIREMENTS:

- ❑ Location of smoke detectors.
- ❑ Combustion air requirements for heating and water heaters.

PLUMBING REQUIREMENTS:

- ❑ Plumbing Technical sections A, B and D to be filled out completely.
- ❑ Plumbing Technical section C to be signed by homeowner provided the homeowner prepared his own plans and will be doing work himself, exclusively for his private residence **or** signed and sealed by a New Jersey Licensed Master Plumber.
- ❑ DWV (drainage, waste, and vent) schematic. Show all pipe sizes and connections.

PLEASE READ OTHER SIDE

- ❑ Gas schematic (if applicable). Show the total develop length of gas pipe run (in feet) from source to the furthest appliance; the size of each section of gas pipe; the BTUs of all appliances. THIS INCLUDES EXISTING GAS SYSTEMS.
- ❑ Floor plan layout of bathroom.
- ❑ Monmouth County Board of Health, (if applicable), approval for septic system if any additional bedrooms are added to the total number of bedrooms of the existing house.

REQUIRED INSPECTIONS

BUILDING:

- ❑ FRAME
- ❑ INSULATION
- ❑ FINAL

ELECTRICAL:

- ❑ SERVICE
- ❑ ROUGH
- ❑ FINAL

FIRE:

- ❑ ROUGH
- ❑ FINAL

PLUMBING:

- ❑ SLAB – all underground plumbing to be tested before backfill.
- ❑ ROUGH – all rough plumbing to be tested.
- ❑ GAS (if applicable) – gas piping to be tested with an air pressure test.
- ❑ FINAL

After all FINAL inspections have been completed and APPROVED, and the application for Certificate for Approval or Certificate for Occupancy has been completely filled out, the appropriate Certificate will be issued. After issuance of this Certificate you now can occupy completed project.