



## **Township of Livingston Addition / New Single Family Checklist**

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PLANS WILL BE REVIEWED ACCORDING TO DATE RECEIVED, NOT ACCORDING TO COMPLEXITY OF PROJECT.

1. Need a copy of contractor's current Home Improvement card or new home builder's license. Applications will not be accepted without this information.
2. Need a current sealed survey plus (3) copies of the survey with the addition drawn to scale and setbacks to property lines shown. Must be separate from plans.
3. Need four (4) sets of construction plans. If possible, electronic files on CD would be appreciated for our scanning purposes.
4. Need to fill out applicable sub-code sections. Contractors must sign applications and Electric and Plumbing sub-code sections must have the contractor's raised seal.
5. Need homeowner's plan certification section of application completed unless plans are drawn by a NJ registered architect.
6. Need (2) copies of the res-check from architect.
7. Need footing size, depth, and location on foundation floor plan.
8. Show basement / crawl space floor material and thickness.
9. Show interior footing drains and sump pit.
10. Show first and second floor joist size, spacing and direction on floor plan.
11. Show first and second sub-floor and finish floor material and thickness.
12. Show typical wall stud size and spacing.
13. Show ceiling joist size, spacing, and direction on the floor plan.
14. Show roof rafter size, spacing and direction on the floor plan.
15. Specify wall / roof sheathing material and thickness.
16. Specify siding / roofing material proposed.
17. Specify wall / floor / roof insulation material and thickness proposed.
18. Specify interior wall / ceiling material and thickness proposed.
19. Show girder / header sizes and spans on the floor plan.
20. Show egress window locations on the floor plan.
21. Show wired smoke detector and CO detector locations proposed on the floor plan.

**Please note the following and be sure to include in your application package:**

- Need to contact Soil Conservation at 862-333-4505 for all additions and new homes. Their email is: [information@hepscd.org](mailto:information@hepscd.org). Located at 80 Orchard St., Bloomfield, NJ 07003
- Must complete Residential Zoning Application with a check for \$140.00 payable to The Township of Livingston.
- Must complete Surface Drainage Permit Application for Engineering Dept., who will then inform you if escrow check is required for your project.

**Single Family Home Only:**

- Pay sewer & water fees to water department
- Development fee form must be completed for all new homes.
- Need topographic survey drawn by a surveyor showing proposed residence with zoning setbacks. Show top of foundation height and proposed grades. Foundation location survey must be submitted immediately after foundation inspection and must show first floor grading point.

Revised 01/2021