



INSPECTION GUIDE

- Please Call 973-325-4112 to Request Inspections
- Must Have Permit Number to Request Inspection

- Building/Electric Inspection Hours: M - F 9:30am-12pm & 1pm-4pm
- Fire Inspection Hours: Tuesday: 9:30am-12pm & 1pm-4pm
- Plumbing Inspection Hours: M - F 9:30am-12pm & 1pm-4pm

THE NEW JERSEY UNIFORM CONSTRUCTION CODE N.J.A.C. CHAPTER 23, TITLE 5, REQUIRES THE HOLDER OF A PERMIT TO NOTIFY THE CONSTRUCTION OFFICIAL OR APPROPRIATE SUB-CODE OFFICIAL WHEN THE WORK IS READY FOR ANY REQUIRED INSPECTION SPECIFIED HEREIN.

***** HOMEOWNERS AND OR CONTRACTORS WHO FAIL TO OBTAIN REQUIRED INSPECTIONS OR OCCUPY A STRUCTURE WITHOUT A CERTIFICATE OF OCCUPANCY WILL RESULT IN THE ISSUANCE OF A STOP WORK ORDER, THE ASSESSMENT OF MONETARY PENALTIES UP TO \$2,000.00 AND THE INITIATION OF LEGAL ACTION *****

THE WORK SHALL NOT PROCEED IN A MANNER WHICH WILL PRECLUDE THE INSPECTION UNTIL IT HAS BEEN MADE AND APPROVED. THE FOLLOWING CONDITIONS OF A PERMIT SHALL INCLUDE BUT NOT BE LIMITED TO THE FOLLOWING:

1. Post a true copy of the permit placard at a conspicuous location which can be viewed from the street at the job site.
2. Township approved plans and specifications to be on the building site for all inspections.

Obtain the following inspections during the progress of work:

(A) BUILDING SUB-CODE – Thomas Tracey, Construction Official
James Stille, Building Subcode Official
973-325-4112 Monday through Friday

1. FOOTINGS: The bottoms of all footing trenches prior to pouring concrete, formation of pile caps, reinforced walls, grade beams and slab floors.
2. FOUNDATION: Foundation walls prior to backfill. New Residential homes and Commercial Additions require as-built surveys for foundation locations
3. SHEATHING: Wall and roof sheathing prior to finish materials being installed
4. FRAMING: All structural framing and connections prior insulation and after Electrical, Plumbing and Fire roughs have been approved.
5. INSULATION: Inspection of all wall, floor and ceiling insulation prior to finish materials being installed
6. FINAL: Final inspection at completion of work and after Electrical, Plumbing & Fire have been approved

(B) PLUMBING SUB-CODE – Thomas Biondi, Jr., Plumbing Subcode
Saeed Warden, Plumbing Inspector
973-325-4112 Monday through Friday

1. Underground services
2. Rough piping
3. Final piping and fixtures
4. Water service
5. Sewer and septic service

(C) ELECTRICAL SUB-CODE – Mike Defrino 973-325-4117 Monday through Friday

1. Rough wiring
2. Final wiring and devices
3. Panel installations
4. Service and meter installations
5. Smoke detectors

(D) FIRE PROTECTION SUB-CODE –John Redstone 973-325-4116 Tuesday

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| 1. Boiler Room | 5. Sprinklers |
| 2. Heating Appliances | 6. Standpipes |
| 3. Paint Spraying Room | 7. Storage tanks |
| 4. Smoke Detectors:
Rough & Final | 8. Underground tank installations prior to back fill |

(E) ELEVATOR SUB-CODE – State of New Jersey, Department of Community Affairs
Elevator Safety Unit 609-984-7833 Monday through Friday

OFFICE STAFF HOURS: 8:30AM – 4:30PM

INSPECTOR'S OFFICE HOURS: 8:30AM – 10:00AM 4:00PM – 4:30PM

THOMAS TRACEY
Construction Official

Tel (973) 325-4112
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