



# WASHINGTON TOWNSHIP

## **BASEMENT RENOVATION CHECKLIST**

**Zoning approval must be obtained prior to submission to the Building Department**

1. Copy of contractor's current Home Improvement card.
2. Three (3) sets of building plans. All drawings must be signed by the homeowner and include their name, address, block & lot. Or plans are to be submitted by a New Jersey licensed design professional.
3. Homeowner's plan certification section of application completed unless plans are drawn by a New Jersey licensed design professional.
4. Completed applicable sub-code sections. Contractors must sign applications and electric and plumbing sub-code sections must have contractor's raised seal.
5. Include wiring diagram for electrical work (receptacles, switches, devices).
6. Provide framing detail.
7. Show wired smoke detector and carbon monoxide detector locations proposed on the floor plan.
8. Specify the use of the new space and label plan accordingly (playroom, laundry, office, etc.).
9. If bath or any other plumbing (sink for wet bar) is proposed a plumbing riser diagram is required.
  - If you have a septic system and you are planning on adding a bathroom to the basement you need to speak with the health department prior to submitting the application as they may have specific requirements hindering our approval of your application.
10. Must fire block perimeter (see attached)