



WASHINGTON TOWNSHIP

NEW DWELLING APPLICATION INSTRUCTIONS

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

Only complete applications will be accepted and permits will be reviewed in date-stamped order.

1. Three (3) sets of building plans to include owner's name & address. All drawings prepared by a New Jersey licensed design professional must be signed and sealed (2 of the 3 sets).
2. Copy of contractor's current New Home Builder's license.
3. Manila folder must be completed in full on front cover and signature on inside cover.
4. Area –Largest Floor, New Building Area & Volume of New Structure must be indicated on the manila folder and building sub-code form.
5. Completed applicable sub-code sections (Building, Electric, Plumbing and Fire) with estimated cost and signed by person performing work.
6. Include wiring diagram for electrical work (receptacles, switches, devices).
7. A plumbing riser diagram is required and gas riser diagram are required.
8. Framing detail is required, and the framing checklist is required at framing inspection. ResCheck is required.
9. Specifications for all heating units and/or wood/gas fireplaces are required. Manual J, D and S required for HVAC systems along with sub-code sections from sub contractors.
10. A survey is required to indicate location of exterior equipment and property lines.
11. Drywell calculations and location are required.
12. Morris County Soil Conservation approval is required for Washington Twp. Upper Delaware Soil Conservation is required for Mansfield Twp.
13. Health Department approval from Washington Twp or Warren County Health Department.
14. Preliminary COAH fee is collected prior to issuance. (Mansfield Twp – provide copy of COAH receipt)