

DATE RECV'D \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

ADDRESS \_\_\_\_\_

CONTROL# \_\_\_\_\_

CONTRACTOR \_\_\_\_\_

SCOPE OF WORK \_\_\_\_\_

PERMIT FEE \_\_\_\_\_

**COMMERCIAL PROJECT  
PERMIT CHECKLIST**

NAME: \_\_\_\_\_

BLOCK: \_\_\_\_\_ LOT: \_\_\_\_\_

*THREE SETS OF SIGNED & SEALED PLANS*

*TWO SETS OF SIGNED AND SEALED SITE PLANS*

*BOARD APPROVAL/ CONDITIONS*

*ENGINEERING DEPARTMENT RELEASE*

*STRUCTURAL CALCULATIONS SIGNED & SEALED*

*COM-CHECK ENERGY CODE COMPLIANCE CERTIFICATION*

*SOIL BORING LOGS*

*BARRIER FREE COMPLIANCE SITE*

*BARRIER FREE COMPLIANCE STRUCTURE*

*D.O.T./ MORRIS COUNTY/ ENGINEERING/ ROAD OPENING APPROVAL*

*RVRSA APPROVAL (SEWER)*

*HEALTH DEPT./ FOOD/ POOL/ PLANS (4<sup>TH</sup> SET)*

*COAH/ DEVELOPER'S FEE – DATE PAID \_\_\_\_\_*

*MORRIS COUNTY SOILS REPORT*

*SIGNS*

*2018 IBC & ICC/ ANSI (A117.1 – 2009) PLAN REVIEW RECORD*

*PERMIT FEES & UPDATES INDICATED ON PERMIT JACKET*

*BUILDING SUBCODE*

*ELECTRIC SUBCODE ( SIGNED & SEALED BY CONTRACTOR)*

*PLUMBING SUBCODE (SIGNED & SEALED BY CONTRACTOR)*

*FIRE SUBCODE*

*ELEVATOR SUBCODE ( 3 SETS OF PLANS)*

*SPRINKLER PLANS & CALCS (BY ENGINEER)*

*MANUFACTURER'S SPECIFICATIONS*

*VARIATION FEES*

*USE GROUP \_\_\_\_\_ / # OF FLOORS \_\_\_\_\_*

*TYPE OF CONSTRUCTION \_\_\_\_\_ / SQ. FTG. \_\_\_\_\_ / VOL./ C.F. \_\_\_\_\_*

*SPEC APPLICATION/ DATE SUBMITTED \_\_\_\_\_ DATE APPROVED \_\_\_\_\_*