



# Borough of Lake Como

## Construction Application Checklist

(Please submit this completed form with permit application)

Property Address: \_\_\_\_\_

Owner Name: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_

Owner Email: \_\_\_\_\_

Contractor Name: \_\_\_\_\_

Contractor Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Contractor Email: \_\_\_\_\_

Description of Project: \_\_\_\_\_

I have submitted the following with my demolition and/or construction permit:

- \_\_\_\_\_ Zoning Approval; or
- \_\_\_\_\_ Informal Planning Board Application letter; or
- \_\_\_\_\_ Formal Planning Board Resolution of Approval
- \_\_\_\_\_ Disconnect Letters for Demo - Electric, Gas, Water/Sewer; if applicable
- \_\_\_\_\_ Construction Application Jacket filled out and signed on inside cover
- \_\_\_\_\_ Two (2) sets of sealed & signed plans by Architect or by Homeowner
- \_\_\_\_\_ Building Subcode
- \_\_\_\_\_ Plumbing Subcode; with Gas & Plumbing Riser diagrams
- \_\_\_\_\_ Electrical Subcode; with plans, if applicable
- \_\_\_\_\_ Fire Protection Subcode; & Chimney Certification, if applicable
- \_\_\_\_\_ Certificate of Occupancy application submitted for New Construction
- \_\_\_\_\_ Tree Permit; if removing trees within 1 yr of Construction Permit issuance
- \_\_\_\_\_ Dumpster Permit; if dumpster is in street.
- \_\_\_\_\_ Police Department **MUST** be notified in any matter that requires street closing prior to work being done

**\*Copy of Builders or NJHC License must be submitted in jacket\***

**\*Federal Tax I.D. number must be shown on jacket\***

Signature \_\_\_\_\_

Date \_\_\_\_\_