MAYOR HECTOR C. LORA

RENOVATIONS & ADDITIONS CHECKLIST

City of Passaic Construction Department

- ☐ 1. Construction Permit Application Folder (UCC – Form 100)
- ☐ 2. Building Tech Application (UCC – Form 110)
- ☐ 3. Electrical Tech Application (UCC – Form 120)
- ☐ 4. Plumbing Tech Application (UCC – Form 130)
- ☐ 5. Fire Protection Tech Application (UCC – Form 140)
- ☐ 6. Mechanical Tech Application (One & Two Family AC & Heating) (UCC – Form 145)
- ☐ 7. Elevator Tech Application (If Needed) (UCC – Form 150)
- ☐ 8. City of Passaic "Zoning Application" (If applicable)
- ☐ 9. One (1) set of Sign & Seal Architectural Drawings & One (1) PDF copy (If applicable)
- ☐ 10. Copy of State issued " Home Improvement License" (One & Two Families)
- ☐ 11. Copy of City of Passaic "Commercial Contractors License" (Issued by City of Passaic)
- ☐ 12. Fire Tech Application for Sprinkler Contractor (If Required by Code)
- ☐ 13. Two (2) sets of Shop Drawings & Hydraulic Calculations (For Sprinklers)
- ☐ 14. PVSC Application Form (Sewer Connection Verification)
- ☐ 15. Soil Erosions Sediment Control Bond Receipt (If soil disturbance is more than 5,000 sq/ft)
- ☐ 16. Completed Certificate of Occupancy Application (If more than 50% of volume)
- ☐ 17. One (1) Copy of Health Dept. Application Form & Layout (For all food related occupancies)
- ☐ 18. Res-Check for low riser Residential Building (Check with your Architect)
- ☐ 19. Com-Check 90.1 for Commercial Buildings (Check with your Architect