

**PLEASE NOTE: THESE ARE GENERAL GUIDELINES TO ASSIST  
HOMEOWNERS IN PREPARING DRAWINGS FOR A PERMIT AND ARE NOT  
TO BE CONSIDERED AS REQUIREMENTS.**

NEW JERSEY GUIDELINES FOR BUILDING PERMITS FOR ADDITIONS, ADD-A-  
LEVEL, DORMERS

- A. Provide a completed zoning application along with a copy of your location survey. Show the location of construction on survey with distances to property lines.
- B. Three sets of Building Plans – Homeowners who occupy their own single-family homes may draw their own drawings. Plans shall include the following:
  - 1. Reference Number for Digging: Call 1-800-272-1000
  - 2. Footing Detail – 2500 P.S.I. for concrete (see detail)
  - 3. Foundation Detail – Type and Size of Poured Concrete
  - 4. Foundation Bolts or Straps – ½” x 15” Length in grouted masonry. ½” x 8” in poured concrete; located no more than 12” from corners, 6 ft. on center. Two (2) bolts per plate
  - 5. Slab on Grade Floors- minimum 8” above grade
    - a. 4” thick slab
    - b. 1” x 2” perimeter insulation
    - c. 6 mil polyethylene lapped 6”
  - 6. Crawl Space
    - a. Minimum 3” concrete cover
    - b. Provide cross ventilation at remote ends
      - 1). One (1) square foot of vent for every 150 sq. ft of foundation area
    - c. Crawl space access 18” x 24”
    - d. 18” minimum from slab to bottom of floor joists.
  - 7. Framing
    - a. Sills – must be C.C.A. treated lumber 2 x 6
    - b. Girder – size & spans
    - c. Floor Joists 4016 Live Load
      - 1). 2 x 8’s – 16” o.c. Douglas Fir for spans 12 ft. or less
      - 2). 2 x 10’s 16” o.c. Douglas Fir for spans 16 ft. or less
    - d. Walls – 2 x 4’s – 16” o.c. Douglas Fir grade stamped
      - 1). Minimum ceiling height 7 ft. 6 in.
    - e. Lintels (Bearing Headers)
      - 1). 6 ft. span or less 2 – 2 x 8’s Douglas Fir grade stamped
      - 2). 8 ft. span or less 2 – 2 x 10’s Douglas Fir grade stamped
      - 3). 10 ft. to 12 ft. span 2- 2 x 12’s Douglas Fir grade stamped
      - 4). Spans over 12 ft. require architect’s design or engineered system (Micro-Lams, GIU-Lams)

- f. Ceiling Joists – 20 lbs. Live Load
  - 1). 13 ft. span or less 2 x 6 – 16” o.c. Douglas Fir grade stamped
  - 2). 17 ft. span or less 2 x 8 – 16” o.c. Douglas Fir grade stamped
  - 3). 22 ft. span or less 2 x 10 – 16” o.c. Douglas Fir grade stamped
- g. Roof Rafters – 30 lbs Live Load
  - 1). 12 ft. span or less 2 x 6 – 16” o.c. Douglas Fir grade stamped
  - 2). 15’ 9” span or less 2 x 8 – 16” o.c. Douglas Fir grade stamped
  - 3). 20 ft. span or less 2 x 10 – 16” o.c. Douglas Fir grade stamped
  - 4). Cathedral Ceilings require uplift anchors
- h. Sheathing
  - 1). Floor – ½” plywood
  - 2). Wall – ½” plywood – minimum grade stamped
  - 3). Roof – ½” plywood
- 8. Insulation
  - a. R-19 in Heated Floors
  - b. R-13 in Walls
  - c. R-22 in Ceiling; R-30 recommended
  - d. R-22 in Cathedral Ceiling
- 9. Attic Ventilation & Access
  - a. Cross ventilation – 1/300 of area
    - 1). Ridge & Soffit vents recommended
    - 2). Gable vents
    - 3). Roof vents
    - 4). Cathedral Ceilings require upper & lower area ventilation
  - b. Attic Access of 22” x 30” for any attic with clear height over 30”
- 10. Door Sizes
  - a. All Bedrooms 2 ft. 8 in. x 6 ft. 8 in.
  - b. Bathrooms 2 ft. 8 in. x 6 ft. 8 in.
  - c. Entry Doors 3 ft. 0 in. x 6 ft. 8 in.
- 11. Finishes – Exterior and Interior
  - a. ½ “ sheetrock – interior walls
  - b. Type of exterior siding & roofing
  - c. Kitchen and Bathrooms – must have water impervious floor
  - d. Gutters, leaders and splash blocks
- 12. Window sizes
  - a. 1 – egress size window per bedroom 3 ft. 0 in. x 4 ft. 6 in. double hung
  - b. All habitable rooms must have ventilation provided by windows or mechanical ventilation
- 13. Stairs – 8 ¼” Riser, 9” Treads, 6 ft. 8 in. headroom
- 14. Chimney & Vents
  - a. All bath fans must vent to exterior air
  - b. 2” clearance from combustibles for chimney unless otherwise noted on chimney

- c. Chimney outlets shall be located a minimum of 3 ft. above the highest point that the chimney penetrates the roof and shall be a minimum of 2 ft. higher than any portion of the building within 10 ft.

15. Smoke Detectors

- a. Increase in size of 5% to 25% of the original footprint of the house or living area requires the following:
  - 1). A/C smoke detectors interwired with a battery backup in case of power loss in the following locations:
    - a). One on each level including basement
    - b). One in each new and existing bedroom

**INSPECTIONS:**

1. Footing – Before placement of concrete
2. Backfill
3. Slab
4. Rough Electric – Prior to Framing due to the drilling & cutting of joists
5. Rough Plumbing – Prior to Framing due to the drilling & cutting of joists
6. Rough Fire
7. Rough Framing
8. Insulation
9. Final Electric
10. Final Plumbing
11. Final Fire
12. Final Building – In order to get the Certificate of Occupancy

**\*\*\*NOTE – FAILURE TO CALL FOR FINAL INSPECTIONS WILL RESULT IN PENALTY TO CONTRACTOR AND HOMEOWNER\*\*\***