

BOROUGH OF
NEW PROVIDENCE
SETTLED IN 1720

Al Morgan, Mayor
Keith J. Lynch, Director
Planning and Development
Deborah A. Timko, Technical Assistant

REQUIRED INSPECTIONS

As per the Uniform Construction Code, N.J.A.C. 5:23-2.18 Final Inspections are required prior to use or occupancy. The owner or other person in charge of the work must notify this office when work is ready for inspection. Requests for inspections must be made at least 24 hours prior to the time inspection is desired. Inspections will be performed within three (3) business days of the request, and work shall not proceed in a manner that will conceal it from inspection. A permit number is required to schedule an inspection.

TO ARRANGE FOR INSPECTIONS: **Call (908)665-1098**

Building	Monday & Wednesday 1-5
Plumbing	Monday, Wednesday, Friday 8-10
Fire	Monday thru Thursday 10-1
Electrical	Monday, Wednesday, Friday 8-10

** Inspection days may change due to Vacation, School, Sick etc.

REQUIRED INSPECTIONS FOR ALL SUBCODES:

Footings	Rough plumbing
Foundation prior to backfill	Framing
Slab	Above ceiling
Sheathing	Insulation/Vapor Barrier
Rough electrical	

FINAL INSPECTIONS: For each Subcode area in which a permit is issued:

BUILDING ELECTRICAL PLUMBING FIRE

**APPROVED PLANS MUST BE KEPT ON THE JOB SITE AT ALL TIMES. IF THE INSPECTOR IS NOT ABLE TO REVIEW THE APPROVED PLANS ON THE JOB, THE INSPECTION WILL NOT BE CONDUCTED.

BOROUGH OF NEW PROVIDENCE

NOTICE TO RESIDENTS WHO ARE IMPROVING THEIR PROPERTY WHICH WILL RESULT IN AN INCREASE IN YOUR PROPERTY ASSESSMENT

It is only logical that most improvements to your home will result in an increased selling price of your home and therefore, your property tax assessment will increase also. This will take the form of an Added Assessment Tax bill which you will receive in the mail at the end of October after the improvement is substantially completed for its intended use. This bill shall be payable on November 1, February 1, May 1 and then added assessment amount will be included in your annual tax bill received in June for the new tax year. Therefore, just as you planned ahead for the improvement, you should also plan ahead and set aside funds for the Added Assessment Tax bill.

Added Assessment bills may take as much as one entire year to process. Therefore, if you do not receive an Added Assessment Tax bill in October of this year for work completed, you will receive an "Omitted Added" Assessment bill next October for the prior year's increase, in addition to an "Added Assessment" bill the year following the improvement.

Please note, failure to receive a final inspection or a Certificate of Occupancy for your building permit WILL NOT DELAY the Added Assessment Tax bill, THEREFORE, PLEASE SCHEDULE YOUR FINALS AS SOON AS THE WORK IS COMPLETED.