

Township of Ocean

Monmouth County

399 Monmouth Road
Oakhurst NJ 07755-1589



Department of
Community Development

732-531-5000
732-531-7696 FAX

New House Construction

BEFORE ANY PERMITS WILL BE ISSUED FOR NEW HOUSE CONSTRUCTION, THE FOLLOWING CONDITIONS MUST BE MET:

1. Complete all required permit application forms and seal as required.
2. Submit two (2) sets of sealed construction plans (unless prepared by the homeowner) including all mechanical drawings (Electrical, Plumbing and Fire). Include all specifications on prefab fireplaces and all fuel burning appliances.
3. Submit two (2) original sealed property surveys showing the proposed house location, setback to property lines and existing & proposed grading elevations. Both of these surveys must be submitted to the Building Department with a check in the amount of \$150.00. (One of these copies will be forwarded to engineering for review.) Any re-submittals to engineering will incur a \$50.00 fee.
4. Submit receipt from Sewerage Authority showing hook up fees have been paid.
5. Submit Tree Removal Permit if trees are to be removed from the lot. A survey of the property, a hand drawn sketch or photos indicating the trees to be removed must be submitted with the application. This permit application must be submitted with the payment of \$10.00 per tree and \$10.00 application fee. An inspection will be scheduled with the Construction Official prior to approval. Approval for tree removal will not be granted until the permit for the construction of the new house has been approved.
6. All new home contractors must submit a copy of their current Builders Registration Card issued by the State of New Jersey Department of Community Affairs or a waiver from the homeowner signed on the inside of the permit jacket (if applicable). This should be submitted with the original permit application.
7. Soil compliance certification or acceptance of Project Exemption Application from Freehold Soil Conservation District. (Tel: 732-683-8500)
8. Prior to the issuance of any permits, you will be required to post with the Township Clerk's Office Escrows for Performance Guarantees and Engineering Inspection Fees (the amount to be determined by Township Engineering). You will be required to submit a Certificate of Insurance to the Clerks Office. This Performance Escrow Estimate will cover the engineering costs for the site improvements and inspections done by the Township Engineer prior, during and at the time of the completion of construction to get a certificate of occupancy.
9. The owner and/or contractor should contact the Township Engineer's office in advance of commencing any bonded site improvements to arrange of pertinent inspections (48 hours advanced notice is required).

The information listed above is for your reference in submitting your permit applications. Each project is different and may require additional information.