

**Department of Community Development & Planning**  
**Construction Permit & Certificate of Occupancy Checklists**

	<b>Complete Application Prior List</b>		<b>Complete Application Final List</b>
	Zoning Permit		Application for a Certificate of Occupancy
	Planning/Zoning Board Approval Form (if applicable)		Final Survey of Property (showing proposed & final elevations @ top of block/wall)
	Escrow/Bond Approval Form (if applicable)		Escrows Paid
	Affordable Housing Fee Form		Affordable Housing Fees Paid
	Grading Plan Approval (856) 795-9595		Township Engineer Approval (856) 795-9595
	Township MUA Permit (local sanitary sewer) (856) 227-8666		Township MUA Approval Certificate (856) 227-8666
	Camden County MUA Permit (county sanitary sewer) (856) 541-3700		Water Co. Approval (Meter Set Form)
	Camden County Board of Health (well/septic) (856) 374-6000		Camden County Board of Health Approval (856) 374-6000
	Camden County Soils Approval or Waiver (856) 767-6299		Camden Co. Soils Certificate (856) 767-6299
	Builder's Registration or Homeowner's Certification		Homeowner's Warranty
	Building Subcode Application		Final Building Subcode Approval
	Electrical Subcode Application		Final Electrical Subcode Approval
	Fire Protection Subcode Application		Final Fire Protection Subcode Approval
	Plumbing Subcode Application		Final Plumbing Subcode Approval
	(3) Sets of Building Plans & Res/Com Check Certificates		DCA Multiple Dwelling Registration (if applicable)
	Misc.		Misc.

Notes

- \* Applications must be complete for acceptance
- \* Call (856) 374-3500 for any questions regarding above requirements