


Welcome Contractors!

This page contains the following information:

- Which permit forms to submit – guidelines approved by the DCA
- Which contractors can do the work – guidelines approved by the DCA
- Links to permit forms

Which Permit Forms Do I Submit?

Subcode Technical Sections 1 & 2 Family Dwellings



Work Type:

Boiler (all fuel types)

Condensing Unit

Ductwork

Fireplace Log Set

Fuel Oil Piping

Furnace (all fuel types)

Gas Piping

Heating Venting System

Oil Tank (installation & removal)

Standby Generator

Water Heater (electric)

Water Heater (all fuel types)

Building

Electrical

Plumbing

Fire

Mechanical

A Plumbing required if a NEW backflow preventer is installed and the Mechanical Inspector is NOT a Plumbing Subcode Official

B Chimney Verification Form F-370 required

Direct replacement or new installations in existing dwellings.

New construction or "Additions" to an existing dwelling.

No permit required for replacement ductwork

Applies to demo as well

Electric if replacement is power vent exhaust

Building and Electric, as applicable

Building may be required depending upon the type of chimney installed

User Notice: the intended purpose of this handout is to highlight typical requirements for the listed work. Other UCC rules and related regulations may not be listed here and may be applicable based upon the actual scope of the work and project.

In addition to Fire, Building and Plumbing is required if installing an underground tank

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I Am Licensed by the State. Am I Allowed to . . . ?

	Furnace	Boiler	Water Heater	Gas Piping	Chimney Liner	Air Conditioning	Plumbing Work	Site: Water & Sewer	Generator	Lawn Sprinkler
Single-family Dwelling Owner-occupied; license exempted	✓	✓	✓	✓	✓	See Note A ✓	✓	See Note H ✓	✓	See Note G ✓
Two-family Dwellings Owner / Tenants - same as below	✗	✗	✗	✗	✗	✗	✗	See Note H ✓	✗	✗
Plumbing Contractor 36BI License	✗	✓	✓	✓	✗	✓	✓	See Note F ✓	See Note G ✓	✓
Electrical Contractor 34EI License	✗	✗	See Note B ✓	See Note C ✓	✗	✗	See Note H ✓	✓	✗	✗
HVAC Contractor 19HC License	✓	✗	✗	✓	See Note D ✓	✗	See Note H ✓	See Note F ✓	✗	✗
Home Improvement Contractor (13VH registration)	✗	✗	✗	✗	✗	✗	See Note H ✓	✗	✗	✗
Irrigation Contractor (#)	✗	✗	✗	✗	✗	✗	See Note H ✓	✗	See Note G ✓	✓
Master Hearth Specialists 19MH License	✗	✗	✗	See Note E ✓	✓	✗	See Note H ✓	✗	✗	✗

Note

A: Homeowner cannot do work that involves the use of chlorofluorocarbons (CFCs) or hydro chlorofluorocarbons (HCFCs), N.J.A.C. 13:32A-1.1b(3).

B: Electric water heater requires a NJ licensed Electrical Contractor and NJ Licensed master Plumber to install the water heater.

C: May install gas piping for generators only per licensing laws. In accordance with UCC and Electrical Contractor licensing law

D: Licensed HVACR Contractor may submit electrical permit for direct replacement and per licensing laws

E: Required to be Certified as a Master Hearth Specialist - for decorative fireplaces only.

F: Gas piping only.

G: Backflow certification required by certified backflow tester.

H: Outside and greater than 3-feet from the structure.

Permit Forms

New Jersey Uniform Construction Code permit forms can be downloaded from the links below, or they can be picked up at the Building Department (call first).

Dropping Off Hard Copies?

Print all forms **one-sided**.

Multiple copies are needed (follow prompts below)

Submitting Electronically?

If none of your permit forms or plans require a seal, you may email the permit application to building@ringwoodnj.net

Email ONE of each form in your application

Scanning Requirements

The permit application will not be accepted if the documents are blurry, distorted, shrunken, cut off, shadowed, or otherwise of insufficient quality

The following two forms are required with every permit application:

Construction Permit Application (F-100) **SUBMIT ONE**

Construction Permit (F-170) **SUBMIT TWO**

Select from the forms below, depending on what your project requires:

- **Submit THREE: one original and two copies**
- **Seal, if applicable**

Building Subcode Technical Section (F-110)

Electrical Subcode Technical Section (F-120)

Plumbing Subcode Technical Section (F-130)

Fire Protection Subcode Technical Section (F-140)

Mechanical Inspection Technical Section (F-145)

Chimney Verification for Replacement of Fuel-Fired Equipment (F-370) ***SUBMIT ONE***



TIP: [CLICK HERE](#) for step-by-step instructions for filling out a Construction Permit.



TIP: What's the Block and Lot? [Click here](#) (enter the address in the "Property Location" box and click "Search.")



TIP: Contractors: Come here often? Type in your contact information on the online permit forms, save as pdfs onto your computer, and customize each time you need a permit.