

TOWNSHIP OF LIVINGSTON  
BATHROOM / KITCHEN ALTERATIONS CHECKLIST

PLANS WILL BE REVIEWED ACCORDING TO DATE RECEIVED, NOT ACCORDING TO  
COMPLEXITY OF PROJECT

1. Need a copy of contractor's current Home Improvement card. Applications will not be accepted without this information.
2. Need three (3) sets of building plans. All drawings must be signed by homeowner and include their name & address unless plans are drawn by a New Jersey registered architect.
3. Need homeowner's plan certification section of application completed unless plans are drawn by a New Jersey registered architect.
4. Need to fill out applicable sub-code sections including description of work. Contractors must sign applications and Electric and Plumbing sub-code sections must have the contractor's raised seal.
5. Show wired smoke detector and CO detector locations proposed on the floor plan.
6. Include sketch showing existing and proposed electrical work, ie: receptacles, switches and devices. Quantities on sketch must match quantities on application.
7. Specify interior wall / ceiling material and thickness proposed.
8. Please indicate any structural changes and direct replacement of appliances.

**IMPORTANT: INSTALLATION OF FLOOR HEAT REQUIRES A ROUGH ELECTRICAL INSPECTION BEFORE ANY FLOOR TILE IS INSTALLED.**