

# **NEW HOME PERMIT REQUIREMENTS:**

- New Residential Home Building Permit Application from KeyCodes
  - **\$50.00 deposit for Building Permit due at the time of submission (Residential only)** (made payable to Plainfield Township)
  - Remainder of payment will be collected at the time of Pick-Up for the permit. Final cost of project will be provided once all applications have been approved.
  
- Zoning/Building Permit Application
  - **No Deposit** required at the time of submission
  - A payment of \$50.00 will be due at the time of Pick-Up once application is approved.
  
- Driveway Permit Application
  - **\$50.00 deposit due at the time of submission** (made payable to Plainfield Township)
  - Remainder of payment will be collected at the time of Pick-Up for the permit. Final cost of project will be provided once all applications have been approved.
  
- New Septic System Permit Application
  - **\$600.00 payment due at the time submission** (made payable to Plainfield Township)
  
- Contractor's License and Certificate of Insurance
  - A Contractor's License Application and a \$25.00 payment (made payable to Plainfield Township) must be provided to the Township along with a Certificate of Insurance (COI) naming Plainfield Township as the Additional Insured.
  - If this has already been provided to the Township, a copy of the issued Plainfield Township Contractor's License and COI must be submitted with each separate New Home Construction Application.