

Revisions to Construction Office procedures due to COVID-19

Residential Rental Inspections are suspended until further notice. Rental properties are still required to be registered with the construction office and maintained by owners. Tenants may report issues to the construction office. Changes in registration or tenant information shall be reported to the construction office immediately.

Resale Certificates shall be issued upon the submission of a completed and notarized certificate of smoke alarm, carbon monoxide alarm and portable fire extinguisher compliance form with the appropriate fee by the property owner or owner's agent. The requirement for an inspection of properties for resale purposes is suspended until further notice.

The procedure for conducting business with the construction office has changed due to restricted access to the municipal complex.

Applications for construction permits and related forms may be obtained by accessing the city website, Abseconnj.gov or the state website, nj.gov/dca/divisions/codes. Applications for resale certificates, rental registration or zoning permits are on the city website. Applications may be submitted via mail, UPS, Fedex or other carrier, email or by depositing in the brown drop box in the driveway outside the employee entrance at the municipal complex. All application deposited in the drop box must be in a sealed envelope addressed to construction office. Avoid depositing large/bulky items; contact the office to arrange drop off. Items requiring raised seal cannot be emailed. Ensure applications are complete to avoid delays.

Payments for permits and certificates may be made by mail or deposited, in a sealed envelope addressed to the construction office, in the brown drop box. Include a reference to the application. Resale certificates, zoning permits and construction permits not requiring the return of plans may be emailed. Payments for applications requiring the return of plans, specifications or other documents must include a self-addressed stamped envelope of sufficient size and postage.

Inspections for new construction remain unchanged. Inspections in occupied buildings will be done on a case by case basis. Contact the construction office for additional information.

The requirement to obtain construction or zoning permits remain unchanged.