Town of Manalapan

Required for Certificate of Occupancy (C.O.)

For new residential buildings and substantial improvements or reconstruction to existing buildings, the permittee shall supply the following where applicable:

1. Proof of septic tank approval from the State Department of Health and Rehabilitation.

2. A letter certifying the total project costs. Signed Owner/Contractor CO Affidavit

3. A certificate of elevation, issued by a registered surveyor.

4. An as-built survey certified by a registered surveyor, that shows the exact location of all buildings and structures, with new contours, grading elevations, and distances to lot lines from the buildings and structures.

5. Letter from Architect or Engineer that certifies drainage plan—that water is maintained on their own property.


7. Certificate of Insulation Installation.

8. Other information required by the Administrative Official as may be needed or required for reporting purposes and requested on a final document checklist provided to the permit holder.


10. Final Certification of approval of DEP.

11. Proof of Final approval of All permits.