



Please attach Business Card
MLS Listing Sheet
Closing Date: _____

Inspection # _____

Block _____ Lot _____

Tel. No. 732-566-3898 EXT 135 OR 128

FEES	
Prior to 10 Business days from scheduled inspection:	\$110.00
4-10 Business days from scheduled inspection:	\$135.00
Less than 4 Business days from scheduled inspection:	\$160.00
TCCO-additional	\$250.00
Returned Check fee:	\$20.00

Borough of Matawan Fire Prevention Bureau RESALE-CCO APPLICATION

Jose Pujols
Fire Official
JOSE.PUJOLS@MATAWANBOROUGH.COM
OR
LYNN.KRAMER@MATAWANBOROUGH.COM

CCO INSPECTIONS ARE DONE ON VARIOUS DAYS BETWEEN THE HOURS OF 10 am – 2 pm. (PLEASE SEE “FIRE OFFICIAL SCHEDULE” ON MATAWAN BOROUGH WEBSITE)
ADDITIONAL DAYS AND LATE AFTERNOON INSPECTION TIMES MAY BE SCHEDULED.
CHECKS SHOULD BE MADE PAYABLE TO “MATAWAN FIRE PREVENTION BUREAU”

If Construction Permits are needed for prior work done or for work that must be done to satisfy RESALE-CCO requirements, the process may be delayed. *Take note that the Construction Dept. inspections may not be able to be accommodated as early as per your request, therefore your closing might be delayed. We suggest that you file for a CCO a MONTH in advance. A CCO is good for 60 days from the first inspection date.*

Application is hereby made for inspection, approval & issuance of a Certificate of Continued Occupancy for the following dwelling(s) as provided by Ordinance No.:17-3.7 and includes CSDCMAC for UFC. Non-legible or Incomplete items will void this application. A Non-transferrable Temporary Continued Certificate of Occupancy (TCCO) may be requested with conditions if UFC is met.

THE CCO INSPECTION IS NOT A STRUCTURAL INSPECTION, FOR YOUR PROTECTION, YOU MAY WISH TO OBTAIN AN ENGINEERING OR STRUCTURAL ANALYSIS.

Present Owner(s) Name(s): _____ Tel. Number: _____

Present Owner(s) Address: _____

EMAIL _____

Property Address: (No P.O. Box): _____

Application being applied for by: _____ Tel. Number: _____

Seller's Attorney: _____ Tel. Number: _____

Buyer's Attorney: _____ Tel. Number: _____

“Has” this property previously been used as a rental? _____ Is it “now” being used as a rental? _____

“Will” it be used as a rental? _____

Buyer's Name (s): _____

Exact Name(s) that will appear on Deed

Buyer's Tel. No. _____ Cell No. _____

EMAIL _____

Buyer's Address:(No P.O. Box) _____

Confirmation of closing is required by closing attorneys, within 5 days of closing. Date Closed: _____ Date Notified: _____
I have read the above statement and hereby agree that I will adhere to the requirement requested by the Matawan Fire Prevention Bureau.

Print Name	Signature	Date
FOR OFFICE USE ONLY		
First Inspection Date: _____	Day: _____	Time: _____
Re-Inspection Date: _____	Day: _____	Time: _____
Property Inspected by: _____	Date: _____	Inspection Approved: _____
CCO Issued: _____	Date: _____	By: _____
Inspector's Time: _____	Application Approved By: _____	Photos _____
Fee Paid By: _____	Check#: _____	Date: _____
		Total of Photos Taken: _____
		Copy of Application given to Applicant: _____
		Rec'd By: _____

1. Meet the requirements of the New Jersey Uniform Fire Code N.J.A.C. 5:70-4.319 and all its updates regarding smoke, carbon monoxide detectors and fire extinguishers.

2. Smoke alarms are required on all levels, including the attic spaces and basements. Smoke alarms shall be **10-year sealed battery type** and or hardwired interconnected type (less than 10 years old). Smoke alarms as well as Carbon Monoxide alarms shall be installed within 10 feet of all sleeping areas. **NO NEST, OR WIRELESS SYSTEM SHALL BE PERMITTED AS AN APPROVED SYSTEM. ALL SYSTEMS SHALL BE AS ORIGINALLY INSTALLED.**

3. All walls, floors, and ceiling shall be in good condition and free of damage and holes.

4. All residential properties and dwelling units shall have operable kitchen and bathrooms: Hot and Cold water in kitchens and bathrooms shall operate properly and have shut off valves for each. All sinks shall have approved drain traps. Toilets shall be secured, operate correctly and have shut off valve on the water feed line. Bathroom fixtures cannot be used as a source of power.

5. All stoves shall have an anti-tipping device installed. The device can be wall mounted or floor mounted. All appliances shall be installed as per manufacturers' instructions. A fire extinguisher shall be installed/mounted in the kitchen area as per fire code.

6. All electrical outlets, equipment, junction boxes, shall be in good working order and free of damage and have proper cover plates installed. All wire connections shall be boxed, wire nutted with proper cover plate installed. All electrical outlets within 6' of any sink must be ground fault protected. All exterior outlets must be ground fault protected. Main electrical service lines (pipes or cable) shall be properly secured to structure with approved cable straps or pipe straps. All electrical wires must terminate in approved boxes.

7. Water heaters, boilers, furnaces, and HVAC systems shall be in good working order. Adequate ventilation is required to assure proper combustion. Vent and flue pipes are to be properly sealed at chimney connections. Screws and supports on vent pipes if needed. All devices that have been replaced shall **HAVE A CONSTRUCTION PERMIT ON FILE.**

8. Fireplaces/ wood stoves and their chimneys shall be properly maintained and in good condition (if applicable). Any visible issues on chimney seen during inspection will require an inspection report from licensed chimney company.

9. All doors shall have proper hardware. All exit doors to the exterior shall be functional and maintained. Double keyed deadbolts are prohibited on exit doors, and instead shall be a thumb-latch type lock.

10. All windows must be forty-five (45%) percent openable and stay open with no support. Every window (other than a fixed window) shall operate properly and have all proper hardware installed. All broken windowpanes and window screens with holes, rips, and tears or are missing shall be repaired.

11. Roof gutters and leaders must be properly installed and in good repair. Roofs shall be in good repair with no evidence of leaks. Foundation walls shall be in good repair.

12. The use of extension cords to replace permanent wiring is prohibited and illegal. Garage door openers, sump pumps and all appliances shall be plugged directly into a wall outlet without the use of an extension cord, surge protector strip, or multiplug adaptor. No electrical cords (wires) installed on or through walls, floors or ceilings or from room to room are permitted.

13. All open construction permits shall be finalized before a Certificate of Continued Occupancy and Smoke Certificate is issued.

14. House numbers are required to be installed on the exterior of the structure with a minimum of 3" inches in height and must be visible from the street.

15. Handrails are required on all stairways and steps with three or more steps/risers. All stairways shall be in good condition. Railings on decks and porches must be in good condition and secure.

16. Property maintenance: The lawn, shrubs, and trees on the exterior of the property shall be maintained in a neat and orderly manner. Grass must be cut and trimmed; weeds must be cut and removed; and the property shall be free of excessive storage, rodents, insects, and offensive odors. Any items noted during inspection shall be referred to property maintenance inspector/code enforcement for inspection.

17. All swimming pools, inground or above ground, must have proper protection. All fences must be in good condition, free of damage, holes, or openings. **ALL GATES WITH ACCESS TO THE POOL AREA** must have self-closing and self-latching hardware and operate smoothly and completely. (Chained gates shall not be an actable substitute).

ALL INSPECTIONS ARE SUBJECT TO FIRE OFFICIAL'S DISCRETION AND DECISION

REALTORS AND AGENTS SHALL GIVE A COPY OF THIS CHECKLIST TO THE HOMEOWNER TO ENSURE COMPLIANCE AT TIME OF INSPECTION.

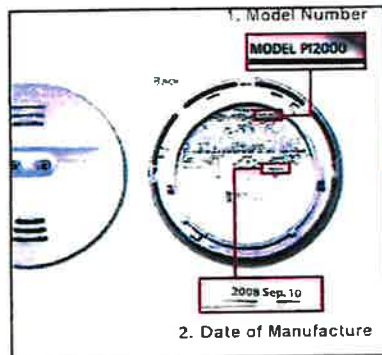
NEW JERSEY RESIDENTIAL SMOKE ALARM REQUIREMENTS



BATTERY OPERATED SMOKE ALARMS ARE REQUIRED TO HAVE A TEN-YEAR SEALED BATTERY

(EFFECTIVE JANUARY 1ST 2019)

- HARD-WIRED (AC-POWERED) SMOKE ALARMS ARE NOT REQUIRED TO HAVE 10-YEAR BATTERY BACK-UP POWER



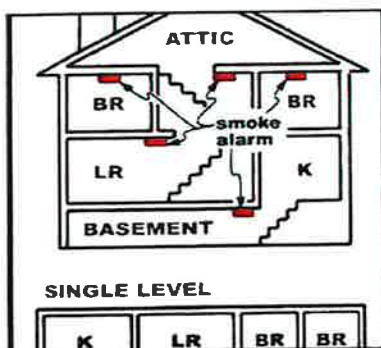
ALL SMOKE ALARMS SHALL NOT BE MORE THAN TEN YEARS OLD.

-Check the manufactured date on the back (if there is no date, it is way too old)



EXISTING HARD-WIRED SMOKE ALARMS AND INTER-CONNECTED SMOKE ALARMS MUST BE MAINTAINED

-THEY CANNOT BE REPLACED WITH BATTERY-ONLY SMOKE ALARMS



MINIMUM REQUIREMENT FOR SMOKE ALARMS

10-YEAR SEALED BATTERY-POWERED SMOKE ALARMS SHALL BE INSTALLED:

1. ON EACH LEVEL OF THE PREMISES
2. WITHIN 10 FEET OF EACH SLEEPING AREA

ALL DETECTORS MUST BE LOCATED AS PER MANUFACTURER'S SPECIFICATIONS

THIS MINIMUM REQUIREMENT IS TYPICALLY ONLY FOR HOMES BUILT BEFORE 1977*

*THE CODE AT THE TIME OF CONSTRUCTION OR REHABILITATION DETERMINES TYPE OF SMOKE ALARMS REQUIRED, AS WELL AS PLACEMENT. HARD-WIRED, INTERCONNECTED SMOKE ALARMS SHALL NOT BE REPLACED WITH BATTERY-POWERED SMOKE ALARMS.

THIS GUIDANCE DOCUMENT IS TO ASSIST IN PREPARATION OF AN INSPECTION, REQUIRED IN ORDER TO OBTAIN A FIRE CERTIFICATE OF INSPECTION, AS PART OF THE CONTINUED CERTIFICATE OF OCCUPANCY PROCESS AT THE CHANGE OF OCCUPANCY FOR RESIDENTIAL PURPOSE.

THE COMPLETE STATE REQUIREMENT FOR SMOKE ALARMS CAN BE FOUND IN THE NEW JERSEY UNIFORM FIRE CODE: N.J.A.C. 5:70-4.19

NEW JERSEY RESIDENTIAL FIRE EXTINGUISHER REQUIREMENTS

1

**FIRE EXTINGUISHER MUST HAVE A
MINIMUM RATING OF**

2A - 10B:C

AND BE NO MORE THAN 10 POUNDS

FOR EXAMPLE: 3-A:40-B:C rated fire extinguisher
would also be acceptable



2

**FIRE EXTINGUISHER
MUST BE MOUNTED**

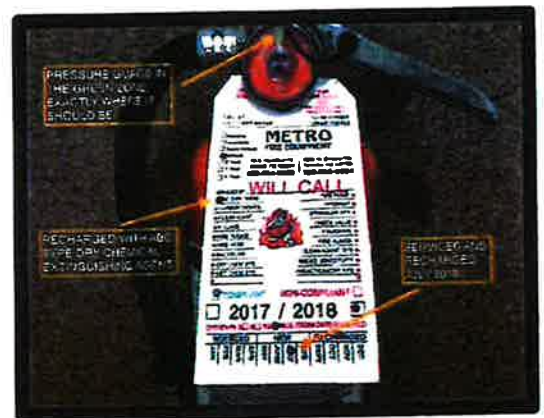
- MUST BE ACCESSIBLE & VISIBLE, NOT BEHIND CLOSED DOOR OR CABINET
- SHALL BE WITHIN 10 FEET OF KITCHEN
- LOCATED IN THE PATH OF EGRESS (TOWARDS AN EXIT)
- MUST USE THE MANUFACTURER'S MOUNTING BRACKET
- TOP OF EXTINGUISHER NOT MORE THAN 5 FEET ABOVE FLOOR



3

**FIRE EXTINGUISHER
MUST BE OPERABLE**

- EXTINGUISHER GAUGE SHALL INDICATE A FULL CHARGE
- EXTINGUISHER SHALL BE SERVICED & TAGGED BY SERVICE CONTRACTOR WITHIN THE PAST 12 MONTHS
- OR THE SELLER MUST HAVE A RECEIPT FOR RECENTLY PURCHASED EXTINGUISHER

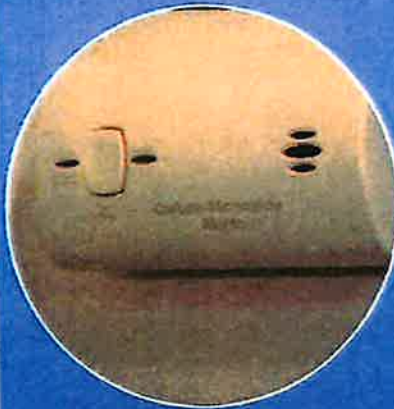


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NEW JERSEY RESIDENTIAL CARBON MONOXIDE ALARM REQUIREMENTS



**PLUG-IN
CARBON
MONOXIDE
ALARM**



**BATTERY-
OPERATED
CARBON
MONOXIDE
ALARM**



**HARD-
WIRED
CARBON
MONOXIDE
ALARM**

**CARBON MONOXIDE ALARMS SHALL BE INSTALLED, BY ANY ONE OF THESE METHODS,
IN THE IMMEDIATE VICINITY OF EACH SLEEPING AREA.**

- Combination Carbon Monoxide/Smoke Alarms are acceptable, as long as all requirements are met.
- Carbon Monoxide Alarms installed as hard-wired at time of construction or rehabilitation shall remain so.



CARBON MONOXIDE ALARMS MUST BE MAINTAINED

**Shall be replaced when manufacturer's
replacement date is reached**

THIS GUIDANCE DOCUMENT IS TO ASSIST IN PREPARATION OF AN INSPECTION, REQUIRED IN ORDER TO OBTAIN A FIRE CERTIFICATE OF INSPECTION, AS PART OF THE CONTINUED CERTIFICATE OF OCCUPANCY PROCESS AT THE CHANGE OF OCCUPANCY FOR RESIDENTIAL PURPOSE.
THE COMPLETE STATE REQUIREMENT FOR CARBON MONOXIDE ALARMS CAN BE FOUND IN THE NEW JERSEY UNIFORM FIRE CODE N.J.A.C. 5 70-4.19.