



BOROUGH OF SEA GIRT

SEA GIRT, NEW JERSEY



CODE ENFORCEMENT

UPDATED INFORMATION – SMOKE DETECTOR AND CARBON MONOXIDE REQUIREMENTS

Certificate of Continued Occupancy Guidelines

All items on checklist will be inspected. A failure in any one may not result in a denial of CCO, but multiple violations can be.

Exterior:

- Entire property and exterior of all buildings must be clean, neat, and orderly.

Bedrooms/Occupancy:

- Bedroom Occupancy will be as follows:
 - 1 Occupant Bedroom 70 Square Feet MINIMUM
 - 2 Occupant Bedroom 100 Square Feet MINIMUM
 - 3 Occupant Bedroom 150 Square Feet MINIMUM
 - 4 Occupant Bedroom 200 Square feet MINIMUM
- A child under the age of 3 will not constitute an occupant for the purpose of enforcing the maximum occupancy within the residence.

Interior:

- All smoke alarms/detectors shall be tested utilizing push button method. If there is a monitored system (ADT for example), a letter from homeowner, agent, or monitoring agency must accompany advising that system is maintained and will operate as installed.
 - Structure built prior to 1978 – Minimum battery powered and 1 on each level
 - 1978-1983 – Hardwired alarms with battery back-up, 1 on each level
 - 1984-1990 – Hardwired with battery back-up and Interconnected, 1 on each level
 - 1991-Present – Hardwired, battery back-up, interconnected. 1 on each level **AND 1 in each bedroom**
 - **Note: ALL BATTERY OPERATED SMOKE ALARMS SHALL BE 10-YEAR SEALED BATTERY ALARMS BY JANUARY 1, 2019**
 - **Any Detectors greater than 10 years of age shall not be accepted.**
- Carbon Monoxide Detectors shall be tested utilizing push button method.
 - Carbon monoxide alarms shall be centrally located outside of each separate sleeping area in the immediate vicinity of the bedrooms.
 - **Carbon monoxide alarms shall not be older than 5 years or older than the expiration date prescribed by the manufacturer**
 - **Carbon Monoxide alarms are required in all premises where fuel burning appliances exist, or if there is an attached garage**
- Fire Extinguisher must be present, minimum 2A:10B:C
 - Within 10 feet of Kitchen
 - **Permanently mounted** in exit pathway from kitchen to exit/exterior
 - The extinguisher shall be serviced and tagged by a certified Division of Fire Safety contractor within the past 12 months or the seller must have a receipt for a recently purchased extinguisher
 - Rental term less than 125 consecutive days by a single party, extinguisher not required. If there are “back-to-back” rentals where total term is greater than 125 days, a fire extinguisher is required.

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Effective Date: 8/31/2018

Borough of Sea Girt
Certificate of Continued Occupancy Checklist

Date: _____
Inspector: _____

Address: _____
C.O. # _____

Exterior

Pass	Fail	
		Exterior Garbage Collection Area
		Driveway - No Standing Water
		Driveway - Well defined
		Sidewalks - No Tripping Hazards
		No Infestation of Insects or Rodents
		Siding & Roofing - No Damaged or Missing
		Paint - No exposed metal or Wood
		Windows Operable & Not Broken
		Window Screens - No holes or Tears
		House Address Visible from Street
		Handrails on Risers more than 4 High
		Guardrail Gaps no more than 5"
		Foundation - No structural damage
		Grass - Not overgrown
		Exterior Property Maintained
		Decks & Porches Structurally Sound
		Exterior vents clean & free from obstructions
		Gutters operational & secured

Interior

Pass	Fail	
		Interior clean & orderly
		Smoke Detectors Present & Working
		Carbon Monoxide Detectors Present & Working
		Kitchen Stove - Must be Tip Proof
		Kitchen vent operational
		Fire Extinguisher - Mounted & Within 10' of Kitchen
		Minimum Rating 1A:10BC
		Sinks, Cabinets, Countertops free of cracks
		All plumbing works, no leaks/dripping hot & cold water
		No water stains on walls or ceilings
		GFI Outlets in Kitchen & Functional
		GFI Outlets in Bathrooms & Functional
		No extension cords or exposed wiring/tripping hazards
		No open electrical boxes
		Electrical wiring working & in good condition
		All lighting fixtures operable
		Electrical box secure & labelled
		All interior doors functional & free of cracks
		All furniture free from cracks & damage
		Floors clean. Not broken or rotten
		Mattresses clean & damage free
		Interior walls clean & painted
		Water heater relief valve aimed down & within 6" AFF
		Clothes dryers vented to exterior
		Sump pump drains to exterior
		All utilities operable
		Windowless bathrooms have working exhaust fans
		Bedrooms with minimum of 2 outlets
		No debris/trash in attics or basements
		Flue pipes properly vented to exterior
		Bedroom egress doors fully operational
		Gas clothes dryer prohibited in bathroom & bedroom
		All appliances - no visible rust

Bedrooms/Occupancy

Pass	Fail	
		1 Occupant Bedroom - 70 SF
		2 - 100SF, 3 - 150SF, 4 - 200SF, 5 - 250SF
		Beds not permitted in kitchens or living rooms
		Bedroom doors minimum 28" W, 6' 6" H
		Bedroom egress window sill height max 44" AFF
		Bedroom Egress window opening min 24" H and 20" W or greater
		Living space above garage must have minimum 5/8" sheetrock in garage, without penetrations
		Basement bedrooms minimum 1 emergency egress window w/window well ladder
		Every bedroom shall have passage to 1 bathroom without passing through another bedroom on the same story
		Sleeping rooms shall not constitute only means of access to other sleeping rooms