

UPPER PITTSBORO TOWNSHIP

Pre-Occupancy Application Information

To assure the Upper Pittsboro Township Housing Department that Ordinance 2005-7 is in compliance, the following information must be submitted to this department prior to issuance of the "Certificate of Occupancy".

Code Section 5:28 states; "Every room occupied for sleeping purposes by one occupant shall contain at least 70 square feet of floor area, and every room for sleeping purposes by more than one person shall contain at least 50 square feet of floor area for each occupant thereof."

Name: _____

Address of Property: _____

Block: _____ Lot: _____

Names of Tenants or Buyers: _____

Number of **Adults** who will occupy the dwelling: _____

Number of **Children** under 2 yrs.: _____ Over 2 yrs.: _____

The year (or the approximate year) of construction: _____

Number of Bedrooms: _____

Owners: _____

Address: _____

Telephone: Daytime: _____ Night: _____

EMERGENCY: _____

FEES:

Certificate of Occupancy and Smoke Detector/Carbon Monoxide Certification:

Please enclose **\$50.00** with the first 2 pages of this application.

Re-inspection:

Additional **\$25.00** to be paid prior to the Housing Official re-inspecting the home.

Make checks payable to: **Upper Pittsboro Township** and return to:

Upper Pittsboro Township Zoning Office
431 Route 77
Elmer, NJ 08318
856-358-8500

DEPARTMENT OF COMMUNITY AFFAIRS
DIVISION OF FIRE SAFETY
P.O. BOX 809
TRENTON, NEW JERSEY 08625-0809
(609) 633-6110



**APPLICATION AND CERTIFICATION
IN LIEU OF INSPECTION FOR CERTIFICATE OF SMOKE DETECTOR
AND CARBON MONOXIDE ALARM COMPLIANCE**

Dwelling Location: Block _____ Lot _____
(not mailing address) Street _____
Municipality _____ County _____

*NOTE: ALL BOXES MUST BE CHECKED IN ORDER FOR CERTIFICATION TO BE VALID

- Smoke detector has been installed on each level of the dwelling, including basements, excluding unfinished attic or crawl space; and
- Smoke detectors and carbon monoxide alarm has been installed outside each separate sleeping area; and within 10 feet of bedrooms
- All smoke detectors are in working order. Carbon monoxide alarm(s) in working order
- This is a _____ story dwelling with without a basement.

An inspection shall be conducted by the owner or an authorized representative of the owner. The smoke detectors required above shall be located in accordance with NFPA 74; the carbon monoxide alarm(s) installed per NFPA-720. The detectors are not required to be interconnected. Battery powered detectors and alarms are acceptable. Note: AC powered and/or interconnected alarms and smoke detectors installed in homes constructed after January, 1977 shall be maintained in working order. See diagrams on the back of this application for further information regarding installation.

Please mail certificate to: _____ Phone #: _____
_____ Zip _____ Fax #: _____

Contact Person: _____ Phone #: _____ Closing Date: _____

I do hereby certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I will be subject to penalty.

Sworn and subscribed to before me this _____ day of _____, 20_____.

Notary Signature

Applicant Signature

Printed Name

FOR OFFICE USE ONLY

TEAM#: _____

Municipal Code: _____ Log Number: _____ Check Number: _____

**UPPER PITTSBORO TOWNSHIP
CERTIFICATE OF OCCUPANCY
Guidelines for Inspections**

1. Hot water in kitchen & all bathrooms.
2. Working toilets.
3. Working shower or bath tub.
4. Exhaust fan in bathrooms (if no window that opens).
5. GFI outlets within 6' of all water sources (kitchen, bathroom, laundry room) and every outside outlet, including sheds and garages.
6. Smoke detectors on every floor and within 10' of all bedrooms.
7. Carbon monoxide detectors within 10' of all bedrooms where gas or fuel fired appliances exist.
8. Fire extinguisher located in kitchen.
9. Working electrical outlet in all rooms.
10. No broken windows with sharp edges.
11. Graspable handrail on all steps of 3 risers or more; 34" minimum and 38" maximum measured vertically from the nosing of the tread.
12. Guardrails on all porches, balconies, raised floors & stairs located at more than 30" above the floor or finished grade; Guardrails must be a minimum of 36" high and not more than 4" between spindles.
13. Emergency shutoff switch on all fuel & gas fired appliances.
14. No open electric boxes.
15. No open knockouts in electric panel.
16. No excess electric wiring.
17. Smoke stack pipe in good condition.
18. Hot water heater pressure relief valve discharge within 6" of floor.
19. Condition of heating system.
20. House number present: 5" numbers on front entrance if dwelling is less than 100' from road; if dwelling is more than 100' from road- number must be on a post at the end of driveway as per Ordinance #94-1.
21. All drywall on garage wall separating garage from house must be taped and spackled. Garage ceiling must be drywall and taped if there is living space above garage.
22. Swimming pools must be protected with a barrier 4' high with a self-closing/self-latching gate. Gate must swing away from the pool and latch must be 54" high on the outside of the gate or 3" down on the inside of the gate if the gate is 48" high. No more than 4" between vertical components if horizontals are 45" or more. If horizontals are less than 45" they must be on the pool side of the fence and no more than 1 3/4" between verticals.
23. Swimming pools must be GFI protected.
24. All trash and debris must be cleaned up.
25. No abandoned vehicles.
26. Roof must be in satisfactory condition.
27. Siding must be in satisfactory condition.

WHERE TO LOCATE DETECTORS:

Detectors are to be located on every level of a residence, (basement, first floor, second floor) excluding crawl spaces and unfinished attics, and in every separate sleeping area, between sleeping areas and living areas such as the kitchen, garage, basement or utility room. In homes with only one sleeping area on one floor, a detector is to be placed in the hallway outside the bedrooms as shown in Figure 1. In single floor homes with two separate sleeping areas, two detectors are required, outside each sleeping area as shown in Figure 2. In multi-level homes, detectors are to be located outside sleeping areas and at every finished level of the home as shown in Figure 3. Basement level detectors are to be located in close proximity to the bottom of basement stairwells as shown in Figure 4.

WHERE NOT TO LOCATE DETECTORS:

To avoid false alarms and/or improper operation, avoid installation of smoke detectors in the following areas:

- Kitchens-smoke from cooking may cause a nuisance alarm.
- Bathrooms-excessive steam from a shower may cause a nuisance alarm.
- Near forced air ducts-used for heating or air conditioning-air movement may prevent smoke from reaching detector.
- Near furnaces of any type-air and dust movement and normal combustion products may cause a nuisance alarm.
- The 4 inch "Dead Air" space where the ceiling meets the wall, as shown in Figure 5.
- The peak of an "A" frame type of ceiling-"Dead Air" at the top may prevent smoke from reaching detector.

FURTHER INFORMATION ON DETECTOR PLACEMENT:

For further information about smoke detector placement consult the National Protection Association's Standard No. 74-1984, titled "Household Fire Warning Equipment." For Carbon monoxide alarms, their publication is Recommended Practice #720. These publications may be obtained by writing to the Publication Sales Department, National Fire Protection Association, Batterymarch Park, Quincy, MA. 02269.

CARBON MONOXIDE ALARMS are to be located in every separate sleeping area per NFPA 720 and manufacturer's recommendations.

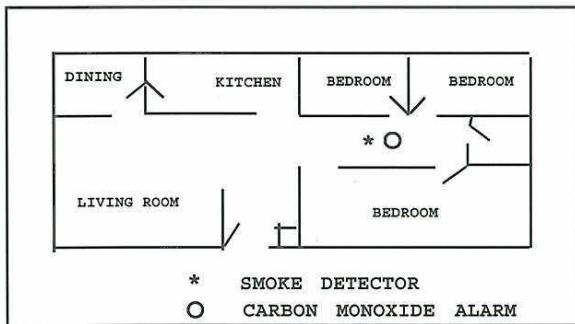


Figure 1

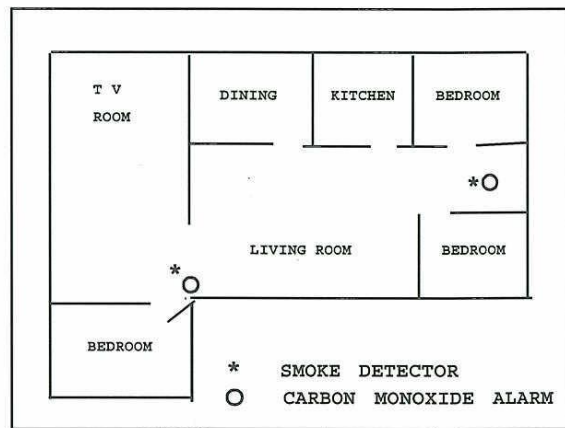


Figure 2

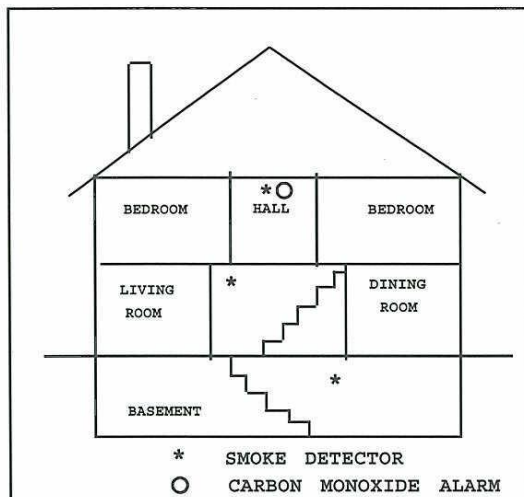


Figure 3

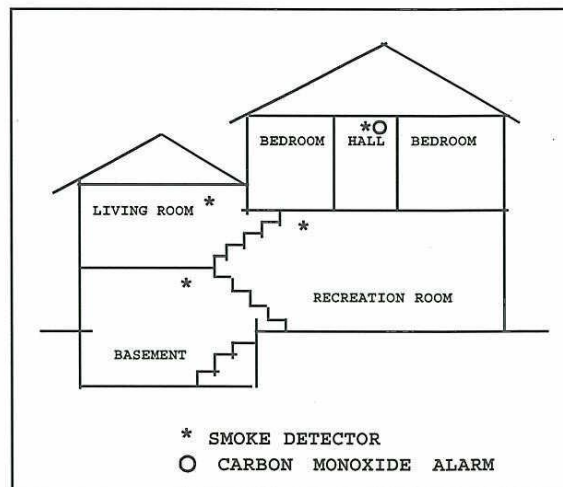


Figure 4

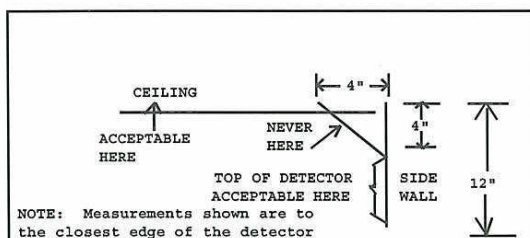


Figure 5