

THE BOROUGH OF DEMAREST

118 SERPENTINE ROAD
DEMAREST, N.J. 07627-2199

(201) 768-3398

This process takes approximately 4 to 6 weeks, so allow ample time.
WE ADVISE THE REALTOR BE PRESENT FOR ALL INSPECTIONS
APPLICATION FOR CONTINUED CERTIFICATE OF OCCUPANCY
FOR SINGLE AND MULTI-FAMILY HOMES

ORDINANCE #1101-22 For the re-inspection in case of change of occupancy of a structure used or intended for use for residential purposes by not more than two households: \$50.

Please circle: Resale/Rental (Requires Landlord Registration, year built and Lead Safe Certificate if required.)

The applicant must make their own arrangements for having all household materials and garbage removed.

Year Built (Rentals Only) _____ CCO NO: Office Use Only

Name of Seller/Owner: _____ Phone No: _____

Property Location _____ Email address _____

Agents Name & No. _____ Date of Closing _____

House Construction Type (check one) Ranch _____ Two Story ____ Split ____
Bi-Level _____ Contemporary _____ Colonial _____

Number of Kitchens _____ Baths _____ Bedrooms _____ Pool (circle) Y/N

Smoke Detector Location: 2nd Level up _____ 1st Level up _____ Main Floor _____
First Level Down _____ Carbon Monoxide Detector outside bedrooms _____

Name and number of People in Family presently residing at premise:

Name and number of People in Family after sale include telephone no. & address of buyer, who will be occupying premises.

I (WE) Hereby certify that I (WE) have read this application and thoroughly agree to comply with the provision of Ordinance §175-30 & §175-31.1 of the Borough of Demarest.

Signature of Seller/ or Power of Attorney

Office Use ONLY

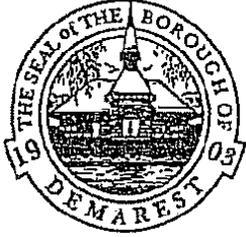
Receipt No. _____
Check No. or Cash _____
Date Received _____
Collected By _____

Construction Official _____
Date Signed _____

Real Estate Name _____
Agent _____
Address _____
Phone No _____

Please make check payable to:
The Borough of Demarest (\$115 total)
\$75.00 for Building & \$40.00 for Fire Inspections

Inspection Date & Time Fire _____ Building _____



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Homeowner Check List for CCO RESALE/RENTAL CERTIFICATE

This is provided to **POSSIBLY** prevent re-inspection.

These are the most frequent violations; there may be other items at your location that are not mentioned here.

Smoke Detectors/ CO Detectors:

Existing 1 & 2 family dwellings that have battery operated smoke detectors must have ten-year sealed battery-powered detectors required on each level, including walk-up attic and basement.

At least one ten-year sealed battery-powered detector must be installed in the hallway within 10 feet of each bedroom area.

NOTE: If additional bedrooms are in a separate area of home, additional smoke and carbon monoxide detectors are required.

Dwellings that have 110V smoke detectors/carbon monoxide detectors meet the fire protection requirements.

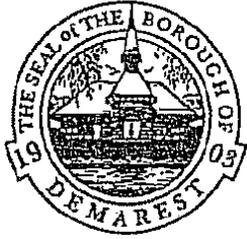
Dwellings that have a 24-volt fire alarm system meet the fire protection requirements for rentals and resales.

Battery power operated units cannot replace hardwired detectors. Under no circumstance should the fire protection system of the dwelling be downgraded by replacing hardwired detectors with battery operated detectors.

Secondary Power Source

Identification Label:

A structure used or intended for use for residential purposes by one or two households must have a label installed within 18 inches of the main electrical panel and electrical meter warning of the dangers associated with secondary power sources. A secondary power source may include permanently installed internal combustion generators, solar panels, battery storage systems, or any other supplemental source of electrical energy to the primary power supply. The label must be marked with the wording similar to "CAUTION: MULTIPLE SOURCES OF POWER." and may not be handwritten. A label compliant with Division of



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Fire Safety ANSI Z535.4 will meet the requirements of this law and may be referenced in the subsequent regulations.

- Handrails: **Any & all stairs** with four (4) or more risers must have at least one (1) handrail and either a wall or balusters on both sides (decks, porches, basements, and walk-up attics).
- Step Risers: Stairs must be enclosed, absolutely no openings underneath steps.
- Bedroom Egress: **All** bedroom windows must operate properly.
- House Number: Numbers should be 4-6 inches and affixed to the front of the house near the front light in a contrasting color.
- Hydrant Access: If one is on your property make sure that it is visible and not blocked.
- Property Maintenance: Property to be neat and clean with no excessive debris or overgrown shrubs.
- Tip Bracket: Tip bracket must be installed on stove.
- Public Sidewalks: All walkways must be even without tripping hazards.

Requirements for obtaining a Certificate of Continued Occupancy

Carbon Monoxide, Smoke/Fire Detectors

No Certificate of Continued Occupancy shall be issued for any structure unless an approved "Automatic Fire Detection System" and Carbon Monoxide Detector is installed per NFPA-72 or 74 and N.J.A.C. 5:70-2.3.

Existing one and two-family dwellings that have battery operated smoke detectors must have 10-year sealed battery smoke detectors and carbon monoxide detectors.

Dwellings that have 110V smoke detectors and carbon monoxide detectors meet the fire protection requirements.

Dwellings that have a 24-volt fire alarm system meet the fire protection requirements for rentals and resales.

Detectors must be placed in the following locations:

Basement:

Must be located on ceiling of basement, at foot of stairs. Do not install at top of basement steps as this location is considered the first floor.

First and Second Floors:

On ceiling within 10 feet of any sleeping area - in a common area not within the bedrooms themselves.

No smoke detector shall be installed within three (3) feet of an external door, window or air vent.

Smoke detectors installed on wall shall not be more than 12 inches and not less than 6 inches from ceiling.

(Location may require modification depending on conditions in the specific building or dwelling)

Carbon Monoxide Detectors:

Carbon Monoxide detectors must be installed within 10 feet of any sleeping area. (Do not install within bedrooms) Carbon Monoxide detector may be battery operated. Follow manufacturer's instructions for installation.

Inspections of the following will also be conducted:

Sump Pumps:

If you currently have a sump pump installed, it must empty out onto your property or onto the street, sump pumps cannot be directly connected into the borough's sewer system.

ATTENTION

Effective January 1, 2019 anyone utilizing Battery powered smoke alarms for the purpose of obtaining a Certificate of Smoke Alarm, Carbon Monoxide Alarm compliance must utilize **Ten-year sealed battery-powered detectors that shall be listed in accordance with ANSI/UL 217.**

This requirement does not affect existing hardwired, A/C powered single or multi-station devices or low voltage system devices.



RED= SMOKE DETECTOR ON EACH LEVEL WITHIN 10 FEET OF THE BEDROOM

BLUE = CO DETECTOR OUTSIDE THE SLEEPING AREA IN THE SAME LOCATION AS THE SMOKE DETECTOR

HARDWIRED DETECTORS MUST BE REPLACED WITH SAME. YOU CANNOT SUBSTITUTE A BATTERY ONLY DETECTOR FOR A HARDWIRED/ELECTRIC DETECTOR THAT WAS ORIGINALLY INSTALLED DURING CONSTRUCTION. ALL DETECTORS MUST BE LESS THAN 10 YEARS OLD

IF THE HOME WAS BUILT PRIOR TO 1977 WITHOUT HARDWIRED DETECTORS, 10-YEAR BATTERY SMOKE DETECTORS MUST BE INSTALLED ON EACH LEVEL AND IN THE SAME LOCATIONS AS MENTIONED.

SMOKE AND CO COMBINATION DETECTORS CAN BE USED IN ALL CONFIGURATIONS

IF YOU HAVE A CENTRAL OR LOW VOLTAGE SYSTEM, AN ALARM TEST OF THE SYSTEM WILL BE NEEDED TO PASS AND SYSTEM MONITORING NEEDS TO BE MAINTAINED FOR THE TEST. IF MONITORING WAS CANCELLED, IT MUST BE RE-ESTABLISHED TO HAVE A TEST PERFORMED.



Figure 1
 * Smoke Detector and Carbon Monoxide Detector needed

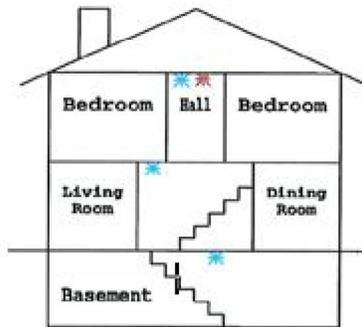


Figure 3
 * Smoke Detector
 * Carbon Monoxide Detector

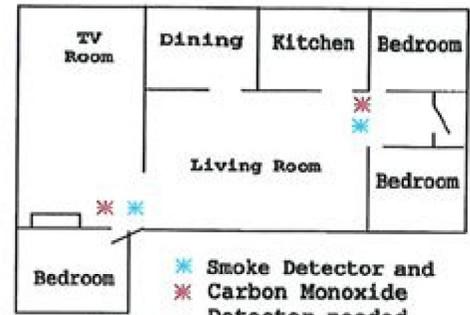


Figure 2
 * Smoke Detector and Carbon Monoxide Detector needed

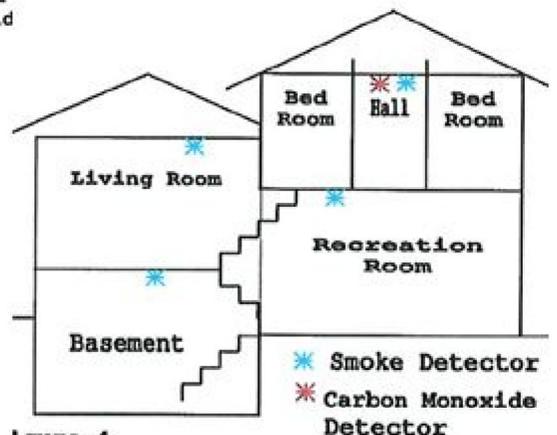
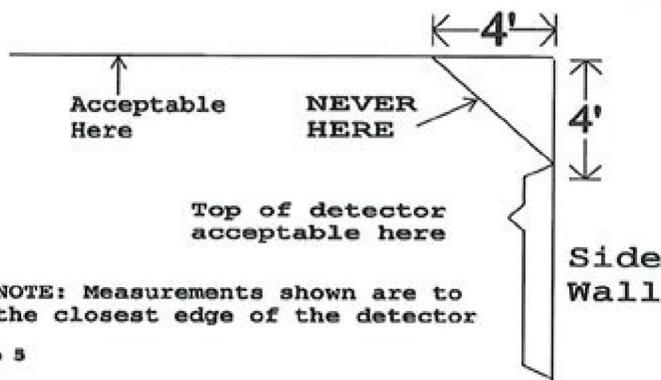


Figure 4
 * Smoke Detector
 * Carbon Monoxide Detector

Lead Based Hazards in Rental Housing

Please be advised that, effective July 22, 2022, P.L.2021, c.182 requires lead-based paint hazard inspections in certain rental dwelling units at specific time periods set forth in the statute, depending on tenant turnover, building location, and type. The method of inspection, either a visual inspection or a dust wipe sampling, is based on the percentage of children with an elevated blood lead level in the municipality. Pursuant to N.J.S.A. 26:2-137.6, this data is generated by the Department of Health on an annual basis.

The Department has received the most recent data from the Department of Health and has created a chart on its website which provides all municipalities with its current method of inspection. Currently Demarest Borough Bergen requires a Visual Inspection. (Please note that the annual updating of such data may result in a change to the required method of inspection. Please visit the website at [New Jersey Department of Community Affairs \(DCA\) | Lead-Based Paint Inspections in Rental Dwelling Units \(nj.gov\)](https://www.nj.gov/community-affairs/dca/lead-based-paint-inspections-in-rental-dwelling-units) for further information; this website also includes the Department's guidance document for further information on the requirements of the law.

The CCO applicant must provide the year built for all rental CCO applications along with a completed Lead Safe Certificate for any home constructed prior to 1978.