

TOWNSHIP OF LYNDHURST

Certificate of Continued Occupancy Check List

1. **Smoke & Carbon Monoxide Detectors** - Required by State of N.J. To be located within 10 feet on the outside of each bedroom door.
2. **Smoke Detector placement** - The best location is on the ceiling, although the wall is allowed. The usual placement in the basement & first floor is within three feet of the opening of the stairway on the ceiling.
3. **Electrical covers** - Proper electrical device covers are needed on all electrical switches, outlets and junction boxes. Do not forget the covers behind the couch or dresser.
4. **Extension/Zip covers** - These items are for a temporary use only and are not permitted, they can not pass through a wall or floor. They are commonly found stapled to the baseboards of older homes. Remember to unplug or shut off the power source before attempting to remove them.
5. **Handrails** - Every interior or exterior flight of stairs (including decks) that has more than three risers requires a handrail. The handrail must be able to be gripped by children as well as adults and not wider than 2 5/8".
6. **Pressure relief discharge pipe** - The pipe is needed on heating units and water heaters, it can not be reduced to from (3/4 to 1/2 inch) pipe & should discharge around six to eight inches off the floor. Yes a permit is needed to replace the water heater.
7. **Faucets & Toilets** - Shall be installed and maintained in good working order. These items can not leak and if the fixtures do not get used on a regular basis, the gases that are present in the sewer will escape possibly causing health problems.
8. **Garages attached or inside the house** - The fire resistive rating at time of construction must be maintained. All the holes that were made for repairs to plumbing or for electrical wiring must be properly patched. Any door leading to the dwelling must have the same fire rating as garage and equipped with a listed self-closing device capable of closing the door, i.e.; U.L. listed closing devices
9. **Locks on Egress Doors** - All exit doors shall be readily openable from the side from which egress is to be made without the need for keys, special knowledge or effort. Double cylinder dead bolt locks are not permitted.
10. **Gas piping** - Must be properly strapped with shut off valves near appliance. If the appliance is removed the gas pipe must be capped. Aluminum gas piping is not permitted.
11. **Broken, cracked missing glazing** - Please replace the glass so no one gets hurt (use safety glass if required).
12. **Guards (RAILINGS)** - Needed to prevent falls when elevation changes are 30 inches or greater. Provide for opening by stairways.
13. **Sidewalks, stairs, driveways and walkways** - Shall be kept in good state of repair and maintained free from hazardous conditions. Repairs are ok if tripping hazards are not created.
14. **Clearances to combustibles** - Provided required space around fuel burning appliances. Follow manufacturer requirements.

15. **POOL REQUIREMENTS** - All pools are to be protected in the proper manner such as fencing and gates according to state code (appendix G section AG105 barrier requirements)
16. **Street numbers** - Numbers to your house should be visible in case of an emergency, numbers should have 1/2 inch stroke a minimum of 2 1/2 inches in height and must be visible from the street.
17. **Accessory structures** - Garages, fences sheds and walls must be kept in good state of repair and maintained.
18. **Interior surfaces** - Cracked, loose or missing plaster, peeling paint, uneven or defective floor surfaces, should be repaired or replaced.
19. **Roofs, leader pipe and water runoff** - The roof shall be sound, tight and not have defects that admit rain. The leader pipes should terminate at the ground and discharge the water away from your foundation and not into the neighbors yard.
20. **Exterior walls & trim features** - Must be maintained weatherproof and properly surface coated (painted).
21. **Oil tanks** - Did you convert to gas? The oil tank must be properly abandoned with a building permit and proper inspection being conducted.

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Permits are required to: remodel your kitchen and/or bathroom. Did you finish off the basement or attic, use it as an additional bedroom? The intended use of some areas were not designed to be used for habitable space. State building codes dictate certain safety requirements that must be installed or altered for adding additional living space.

THESE ARE STATE MANDATED BUILDING CODES.

NOTE: The above listed check list items are not intended to be all-inclusive, but are only a partial listing of the most frequently found violations during Certificate of Occupancy inspections.

It is recommended that the Certificate Of Occupancy Inspection be conducted as soon as the contract is signed. Stop by the Building Department and fill out an application or call us at (201)804-2490. Inspections can be scheduled as early as 9:15am and with the last appointment at 3:45p.m. Commercial C.C.O are also subject to inspections by the Bureau of Fire Safety.