



CONSTRUCTION
CODE OFFICIAL:
A. NEIBERT

Borough of Carteret

CONSTRUCTION OFFICE

61 COOKE AVENUE
CARTERET, NEW JERSEY 07008

Tel: 732-541-3810

Fax: 732-969-2429

APPLICATION FOR CERTIFICATE OF OCCUPANCY

Date: _____ Certificate No.: _____

Owner's Name: _____

Address: _____

Telephone Number: _____

Location of Property: _____ /Lot Size _____

One Family: _____ Two Family: _____ Block: _____ Lot: _____ Listed Price _____

Unit 1 - Number of Bedrooms _____ Unit 1 - Number of Bathrooms _____

Unit 2 - Number of Bedrooms _____ Unit 2 - Number of Bathrooms _____

Purchaser's Full Name: _____

Present Address: _____

Telephone Number: _____

Applicant's Signature _____

List names and ages of all occupants:			
1. _____	Age _____	2. _____	Age _____
3. _____	Age _____	4. _____	Age _____
5. _____	Age _____	6. _____	Age _____

THIS APPLICATION VOID AFTER NINETY DAYS FROM THE DATE OF ISSUANCE

Fee for Certificate of Occupancy Inspection is: \$75.00 -1 Family \$100.00 - 2 Family
(CASH, CERTIFIED CHECK OR ATTORNEY OR BROKER CHECK)

Temporary Certificate of Occupancy is: \$100.00

Fee covers initial inspection and follow-up inspection. If additional inspections are required because of non-compliance or no show, an additional \$50.00 will be charged to the applicant for each additional inspection.

OFFICIAL USE ONLY

Inspection Appointment Date and Time: _____

Check No: _____ Cash: _____ Checked Files: _____

Inspector's Signature _____



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TO: All Representing Attorneys

FROM: Anthony J. Neibert Construction Code Official / Zoning Officer

DATE: October 10, 1998

Subject: MCO's

Please be advised that the Borough of Carteret enforces a local ordinance, which pertains to the sale and resale of all one and two family dwellings. This ordinance requires that all home owners who are selling their homes fill out the necessary paper work at the Building Department, pay the prescribed fee, schedule the inspection and **most important obtain a Certificate of Occupancy before the closing date.**

It is also a requirement of the NJ Uniform Fire Code 5:18-2.3 that before any R3 use group is sold, released or otherwise made subject to change of occupancy for residential purposes, the owner shall obtain a certificate of smoke detector compliance, evidencing compliance with NJAC 5:18-4.19, from this enforcing agency.

Failure to comply with either of these regulations could result with possible monetary penalties as prescribed by law.



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GUIDE FOR MCO INSPECTIONS

The following is a guide for obtaining a Municipal Certificate of Occupancy (MCO)
REMEMBER: THIS IS ONLY A GUIDE AND IT IS NOT ALL – INCLUSIVE

EXTERIOR:

1. Address numbers shall be visible and readable from the street.
2. Property must be free of weeds and debris.
3. All exterior stairs that have three or more risers must have a handrail.
4. Any landing, balcony or deck that is 30" or more above ground must have a guardrail.
5. Roof, gutters and downspouts must be in good condition and must not discharge into sanitary sewer or onto adjacent properties.
6. Shrubs, and hedges trimmed.
7. Structure in good condition (paint, siding).
8. Wood trim, soffits, fascia in good condition.
9. Screens in good condition.
10. Sidewalks, service walks, aprons, and driveways must be in good condition. NO cracking or spauling or raised more than ½" from one another.
11. All accessory structures must be in good repair.
12. Fences must be in good condition.
13. As per Ordinance 160-119.1 New sub section A.(1)(a)(5) All properties shall have sidewalks.

INTERIOR:

1. A smoke detector on every level and within 10 feet or every sleeping room.
2. No openings in the electrical panel.
3. Minimum of 60 amp service to the house.
4. Extension Cords are prohibited.
5. All utilities must be on for inspection.
6. Metal extension pipe must be on the relief valve for the water heater and must be 6" from the floor.
7. All plumbing fixtures in good working order.
8. Windows must be operable and lockable.
9. No broken or cracked glass.
10. No penetrations in walls and ceilings.
11. Sump pump cannot be discharged into sewer.
12. All floors and floor coverings must be in good condition.
13. Guardrails are required when there is a drop of 30" or more from the floor.
14. Handrails are required on stairs with 3 or more risers.
15. Carbon monoxide detector.



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MEMORANDUM

TO: All Residents

FROM: Anthony J. Neibert 
Borough of Carteret Construction Code Official

DATE: April 10, 2006

SUBJECT: Requirements for fire extinguishers at time of home resale

Please be advised that as of 4/24/06, the Borough of Carteret will now require on all one and two family home resales, the following fire extinguisher requirements:

1. At least one portable fire extinguisher shall be installed in all one-and-two family detached dwellings upon change of occupancy;
2. The fire extinguisher shall be listed, labeled, charged and operable;
3. The size shall be no smaller than 2A:10B:C and no larger than 10lbs;
4. Must use hangers, or in brackets supplied by the manufacturer;
5. Within 10 feet of the kitchen area;
6. Located with the top of the extinguisher not more than 5 feet above the floor;
7. Visible and in a readily-accessible spot, free from blocking by furniture, storage, equipment and other items;
8. Near a room exit or travel way that provides an escape route to the exterior;
9. Accompanied by an owner's manual or written information regarding the operation, inspection, and maintenance of the extinguisher; and
10. Installed so the operation instructions shall be clearly visible.

NOTE: These fire extinguishers can be purchased at most hardware stores.

Division of Fire Safety

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 proximally 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 force 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, Battery march Park, Quincy, MA. 02269.

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

⊙ = CARBON MONOXIDE ALARM

* = SMOKE DETECTOR

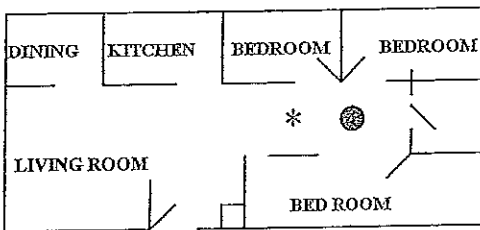


Figure 1

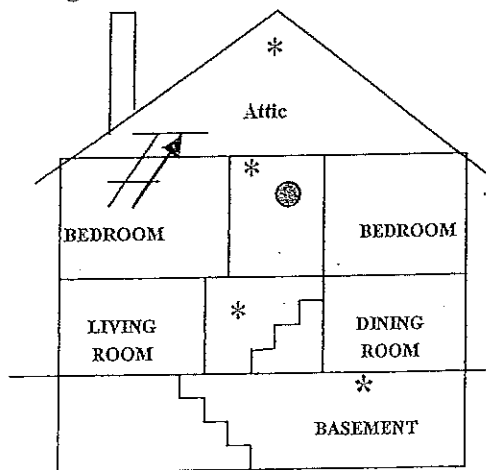


Figure 3

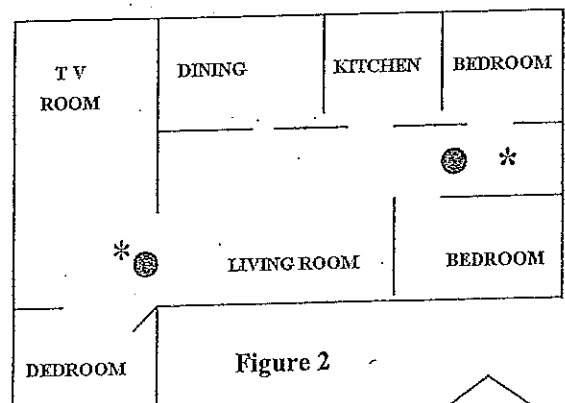


Figure 2

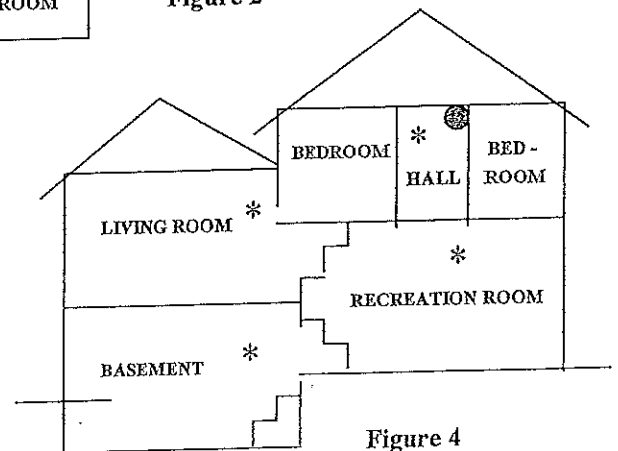


Figure 4

NOTE: Measurements shown are to the closest edge of the detector

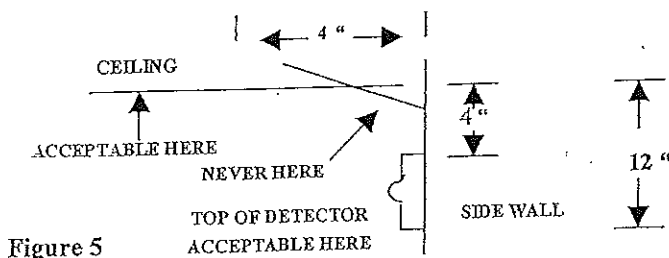


Figure 5