

Township of Freehold
Construction Department 732-294-2053
Requirements of Certificate of Continued Occupancy
For Resale and Rental of Single Family houses, Condos and Townhouses

- 1) Any work done without permits issued from the Construction Department will require the seller to apply for and close out the permits before a CCO is issued.

Examples:

(Hot water heaters, furnaces, a/c units, decks, sheds, fences, finished basements, etc.)

- 2) Any open permits must be closed before a CCO is issued.
- 3) Solid core wood or steel doors with a minimum 20 min. fire rating are required for entrances from a garage.
- 4) If there is a well or septic tank, you must see the Health Dept. located in the Main Building certification is required and there are **NO EXCEPTIONS**.
- 5) GFI outlets are required by all sinks. (bathrooms, kitchens, bars, slop sinks)
- 6) All dryer vents must be the flexible metal type, no plastic.
- 7) Bathrooms without a window must have a vent fan.
- 8) All windows must be in working order and not have broken seals. All windows that open must have screens.
- 9) Pool gates must be self-closing and self-latching.
- 10) House numbers must be 6 inches and be visible from the street and a contrasting color from the house.
- 11) All utilities must be on.
- 12) All sinks, tubs, showers and toilets must be in good working order.
- 13) Sump pumps must have their own single outlet. No extension cords can be used to run a sump pump. Pump must discharge to the exterior and not into sewer lines in the street.
- 14) All entry doors that have deadbolt locks must have a thumb latch on the inside.
NO DOUBLE KEY DEAD BOLTS OR SLIDE BOLT LOCKS.

- 15) Attic stairs in a garage must be closed up with sheetrock or metal with molding around it.
- 16) Electric garage door openers must have their own outlet and no extension cords are to be used.
- 17) Exterior of the home must be in good condition; gutters/leaders, handrails, siding, paint, walkways, and trees, bushes, and grass must be trimmed.
- 18) SMOKE DETECTORS MUST BE WORKING. One must be on every level of home including the basement and be within 10 feet of all bedrooms. New homes must be hard wired and go off simultaneously.
- 19) CARBON MONOXIDE DETECTORS ARE REQUIRED. They are to be located within 10 feet of all bedrooms. If there is no outlet in the hallway, then a battery operated unit is needed. Also, if bedrooms are more than 10 feet apart then you need two detectors.
- 20) ABC FIRE EXTINGUISHERS ARE REQUIRED IN THE KITCHEN. They must be in plain sight and cannot be in a cabinet or behind a door. See last page for full requirements.
- 21) No key locks or slide bolt locks are allowed on interior doors; bedrooms, bathrooms, basements, and etc.
- 22) All kitchens and bathrooms must have an impervious surface; no carpeting is permitted.
- 23) Any violation found by the inspector that he/she deems a safety issue must be addressed even if it is not on this list.
- 24) If the first inspection fails, the homeowner must address all issues before a re-inspection will be done. If a second re-inspection is required, the homeowner must pay for that re-inspection to be performed.
- 25) Transfer of title – No Occupancy! A letter from the purchaser and their attorney will be required. The wording will be based up on the CCO inspection.

For Rentals Only

- 1) Every landlord must register as a landlord.
- 2) Every property that is rented must be registered.
- 3) We require tenant information, such as names and ages.

- 4) Landlords must obtain a CCO each time you change tenancy.
- 5) All rental units must be painted every time a tenant changes and a CCO is done.
- 6) All rental units must have carpets cleaned or replaced every time a tenant changes and a CCO is done.

FIRE EXTINGUISHER COMPLIANCE

THE STATE OF NEW JERSEY HAS RECENTLY PASSED AN ADDITIONAL REQUIREMENT FOR THE SMOKE & CARBON MONOXIDE DETECTORS COMPLIANCE ON CERTIFICATES FOR ALL RESALES AND RENTALS.

EFFECTIVE IMMEDIATELY YOU ARE REQUIRED TO HAVE THE FOLLOWING ITEM;

2A; 10; B; C (or commonly known as) (1) ABC TYPE FIRE EXTINGUISHER RATED RESIDENTIAL USE. NOT TO BE MORE THAN 10 LBS (2.5 TO 5 LBS IS MOST ACCEPTABLE)

THE EXTINGUISHER MAY NOT BE MOUNTED BEHIND ANY DOORS, CABINETS, PANTRIES, OR LAUNDRY ROOMS. IT MUST BE MOUNTED WITHIN 10 FEET OF THE AREA WITH A MINIMUM OF 4 INCHES TO A MAXIMUM OF 5 FEET FROM THE FLOOR AND BE VISIBLE WHEN THE INSPECTOR COMES INTO THE KITCHEN AREA.

THERE ARE NO EXCEPTIONS.

PLEASE DO NOT HESITATE TO CALL THE FIRE BUREAU FOR CLARIFICATION

THANK YOU FOR YOUR COOPERATION.