

REQUIREMENTS FOR CERTIFICATE OF CONTINUED OCCUPANCY (C.C.O.)

For Resale of ALL Residential Homes



IT IS RECOMMENDED THAT ALL BUYERS PERFORM A PRIVATE HOME INSPECTION
SINCE THE TOWNSHIP INSPECTIONS ARE SAFETY INSPECTIONS.

FOR QUESTIONS AND SCHEDULING PLEASE CONTACT SAMANTHA HIGARADA

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****CHECKLIST FOR C.C.O. INSPECTION****

PERMITS	-All permits must be closed. Please check with the Construction Dept or call 856-234-9686 -Any work performed without necessary Construction or Zoning permits will require the property owner to apply for and close out the permit(s) before the C.C.O. is issued (Examples: Hot water heaters, furnaces, AC, decks, sheds, fences, finished basements, etc.)
UTILITIES	-All utilities must be on.
EXTERIOR	-House number must be 4 inches high, visible from the street and contrasting color from the house. -Property must be in good condition and free of debris. -Walk ways, patios, deck must be in good conditions without tripping hazardous
DOORS	-All entry doors that have deadbolt locks must have a thumb latch on the inside. NO DOUBLE KEY DEAD BOLTS OR SLIDE BOLT LOCKS ARE PERMITTED. -All interior doors must be operational with hardware. -Privacy type doorknobs are allowed for bedrooms & bathrooms only (lock must be inside only). -Glass sliding doors must be in working order.
RAILINGS	-Handrails must be firmly fastened. - 4 risers and more require a hand railing.
KITCHEN	-All appliances must be in working order.
BATHROOM	-Sinks, tubs, showers and toilets must be in working order.
FLOORS	-Smooth and free of tripping hazards.
PLUMBING	-Fixtures must be properly installed and in working order.
ELECTRICAL	-GFCI outlets are required within 6ft of <u>ALL SINKS</u> (kitchen sink, bathroom sinks, bars & slop sinks). -Outlets, switches and junction boxes must be properly covered.
GARAGE	-Solid core wood or steel doors with a minimum 20-minute fire rating are required for entrances from the garage. -Electric garage door openers must have their own outlet. No extension cords. -Attic stairs in a garage must be fire rated and have a permit.
WASHER/DRYER	-Washer must discharge into drainage system. -Dryer vents must be flexible metal type, no plastic. The vent must be as straight/short as possible. No looping of the vent allowed.

SUMP PUMP	-Must have its own single outlet (no extension cords). -Pump must discharge to the exterior of the home and not into sewer lines.
POOL	-Pool gates must be self-closing and self-latching. -Pool must be running or closed.
GENERAL	-Any violation found by the inspector that he/she deems a safety issue must be addressed even if it is not on this list.

****Smoke Certificate required from the Fire Department****