

LAKEWOOD TOWNSHIP- RESIDENTIAL RENTAL CERTIFICATE OF OCCUPANCY
INSPECTION REQUIREMENTS

Housing Code is greatly condensed here and is intended as a guide for your convenience. Rental Units are to be inspected **BEFORE THEY ARE OCCUPIED**. Occupancy of a rental unit is not allowed until a Certificate of Occupancy has been issued. **** **PLEASE NOTE: UNIT SHOULD BE VACANT PRIOR TO SCHEDULED INSPECTION - ALL RENTALS ARE TO BE CLEAN AND MOVE- IN READY BY 9 AM THE DAY OF INSPECTIONS. ******

INTERIOR

1. Potable approved water supply.
2. Toilet, tub, shower must afford privacy.
3. Plumbing fixtures must be in good working order.
4. Hot & cold water to sinks and tubs. (note- hot water **MUST** be on the left side)
5. Heating equipment properly installed and in working order.
6. Egress safe and unobstructed.
7. Bedrooms must be 70 sq. feet of floor area for a single bedroom occupant.
8. No room can be used as a bedroom if the traffic pattern dictates that other members of the household can travel through violating privacy.
9. Floors, carpets, foundation, walls, ceilings, doors windows are all clean and in good working order.
10. All doors, windows, closets and cabinets must be capable of the use in which they were designed. Namely; to open and close, eliminate drafts, provide ventilation when needed, to latch closed and be able to lock.
11. There must be at least two electric outlets per room and in good working condition.
12. Leaking drains and faucets must be repaired.
13. Refrigerators must be working and on site unless a lease or letter from tenant states otherwise.
14. Stove must be working and on site with every burner working in good condition. Anti-tip device **must** be in place.
15. Three or more steps **MUST** have a handrail.
16. Foundation, floors, and walls are clear of dampness.
17. Free of rodents.
18. Windows must have screen from May 1st to October 1st.
19. Paint/wallpaper is in good condition.
20. Kitchen/bathroom floors are impervious to water.
21. Termite report may be required.
22. Solid core door or sheathing on door from garage to house.
23. No extension cords, spliced cords or adapter outlets for garage door openers.
24. Front door deadbolt cannot be a doubled-key deadbolt Latch to Key.
25. Smoke detectors must be located on each floor, including the basement and finished attics. Smoke detectors must be located within 21 feet of all bedrooms and inside each bedroom if the dwelling was built after 1991. Smoke detectors shall not be located in the stairway and shall be under 10 years old.
26. Smoke detectors must be installed with a ten-year sealed battery in accordance with ANSII/UL 217 unless the smoke detectors are hard wired.
27. Hard wired smoke detectors must have a battery operated back up system.
28. Smoke detectors must be mounted on the ceiling at least 4 inches from the wall or on the wall with the top of the detector not less than 4 inches or more than 12 inches below the ceilings highest point. They must also be 4 inches from any corner, and a minimum of 3 feet from any air registers.
29. All smoke detectors and carbon monoxide alarms must be in working order.
30. If the residence was built with electric interconnected smoke alarms, they must remain that way, they cannot be replaced with battery.

31. Carbon Monoxide alarms must be mounted and located in the immediate vicinity of all bedrooms and shall be under 5 years old. Combination Smoke Alarm/Carbon Monoxide Alarms shall be under 10 years old.
32. Any bedroom with an oil or gas appliance located inside a closet must also have a Carbon Monoxide Alarm.
33. Portable fire extinguisher is defined to mean "an operable portable device, carried and operated by hand, containing an extinguisher agent that can be expelled under pressure for the purpose of suppressing or extinguishing fire" and which is: (1) rated for residential use consisting of a **2A:10BC** type; and (2) mounted within 10 feet of the kitchen area and must be visible from the kitchen. Not in a pantry or a laundry room, not expired or empty.
34. Fire extinguisher should be no higher than 5 feet from the floor and no bigger than 10 lbs.

EXTERIOR

1. Windows, roof and other parts of the building are in good repair.
2. Decks, porches and balcony have safe railings.
3. Roofs, walls, windows, exterior doors free from holes and leaks.
4. Premises are free from litter, garbage, rubbish, junk and debris.
5. Lawns, hedges and bushes are to be maintained and trimmed.
6. Fences are in good repair.
7. Driveway, steps and sidewalks are to be in good repair.
8. Gutters and downspouts are to be in good repair.
9. Place street numbers on buildings- to be visible from road.
10. Pool fencing to meet code from original installation.
11. Tight fitting pool cover required when not in use.
12. Sheds, garages are to be in good repair.

OTHER REQUIREMENTS

1. Well water must be tested and approved no more than six months before applying for a rental Certificate of Occupancy.
2. If oil is supplied, it must be tank tested for leak and certified by company that tested the tank.
3. All open permits must be closed before inspections will be scheduled.
4. Property owner or an agent/manager must be on site to operate all utilities.
5. Fire extinguisher must be visible and mounted within 10 feet of the kitchen, **2A:10BC** rated between 2 and 10 pounds.
6. When a new tenant moves into a single family home, you **MUST** contact Public Works at (732) 905-3405 to arrange for garbage collection and garbage containers.

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