

**BOROUGH OF FRANKLIN LAKES**  
**CODE ENFORCEMENT DEPARTMENT**  
480 DEKORTE DRIVE FRANKLIN LAKES, NJ 07417 201-891-4000

**APPLICATION FOR CERTIFICATE OF CONTINUED OCCUPANCY**

**RESALE/RENTAL OF A SINGLE OR TWO FAMILY DWELLING**

MUST SUPPLY APPLICATION 30 DAYS BEFORE CLOSING DATE

**INITIAL INSPECTION FEE \$100.00**

**FEE REINSPECTION FEE \$75.00**

**Requirements Listed on Back**

THIS DOCUMENT VALID ONLY IF ALL REAL ESTATE TAXES ARE CURRENT EXPIRES 90 DAYS FROM DATE OF APPROVAL

**\*\*\*NO INSPECTIONS WILL BE SCHEDULED UNTIL BOARD OF HEALTH**

**APPROVAL IS RECEIVED\*\***

CCO # \_\_\_\_\_ Control #: \_\_\_\_\_ \*Inspection Date: \_\_\_\_\_ Closing Date: \_\_\_\_\_

Name of Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Property Address: \_\_\_\_\_

Block: \_\_\_\_\_ Lot: \_\_\_\_\_

Is Property currently listed under the Abandoned/Foreclosure/Nuisance Registry\*? Yes  No

\*Note: deregistration is required for all properties listed or will yearly fees will be charged

Is there a swimming pool on the property?: Yes  No  Is there a Code compliant enclosure? Yes  No

Per Borough Ordinance No. 1774, a Code Compliant enclosure must be installed within 6 months of transfer of title or fine up to \$2000 per month can be issued.

Name of Buyer/Renter: \_\_\_\_\_

Current Address of Buyer: \_\_\_\_\_

Contact Phone Number of Buyer: \_\_\_\_\_

Number of smoke detectors as per N.J.A.C. 5:18-2.20 & 4.19 \_\_\_\_\_

Number of carbon monoxide detectors as per N.J.A.C. 5:70-2.3 \_\_\_\_\_

Number of fire extinguishers as per P.L.1991,c.92 (C.52:27D-198.01) \_\_\_\_\_

The issuance of a Continued Certificate of Occupancy and the related inspections are conducted solely for the benefit of the municipality, and not for the purchaser or seller of real property. The Continued Certificate of Occupancy is not intended as a representation of the condition of the property, or that the property is safe or meets any or all of the conditions of the CCO. The issuance of a CCO is not intended, and should NOT be relied upon, as evidence that the property is safe, structurally sound, and in compliance with zoning codes, fire codes, building codes, or that any of the systems serving the property are operating properly, including well, septic, electrical, plumbing, etc.

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant's printed name: \_\_\_\_\_

REHS/ Board of Health Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Inspector Approval Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Initial Inspection: \_\_\_\_\_

\_\_\_\_\_

Initial Inspection: \_\_\_\_\_

\_\_\_\_\_

Re-Inspection: \_\_\_\_\_

\_\_\_\_\_

**Conditional CCO Without Occupancy for Non-Habitable Structures ONLY:**

Approval Date: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ Code Official: \_\_\_\_\_

Terms: \_\_\_\_\_

\_\_\_\_\_

Check #: \_\_\_\_\_

Open Permits: Yes  No

## REQUIREMENTS FOR CCO

### RESALE OR RENTAL OF A SINGLE OR TWO FAMILY DWELLING

- COMPLETED APPLICATION** **\*\*Must be submitted 30 days before closing\*\***
- APPLICATION FEE**       RESALE OR RENTAL \$100.00       RE-INSPECTION FEE \$75.00
- ALL OPEN PERMITS MUST BE CLOSED OUT**
- BOARD OF HEALTH REVIEW AND APPROVAL**
- COPY OF CURRENT WELL TEST** - The Private Well Testing Act requires a sampling of private drinking water wells to check for contamination whenever a property is sold.
- Existing cesspools must be replaced with septic system.** N.J.A.C. 7:9A 3:16 (a)
- If purchaser completes a septic inspection during the real property transfer, the septic inspection company must submit a copy of the septic inspection report. N.J.A.C. 7:9A 12.6 (d)

**Note: Any work done on the septic must be properly permitted by the Board of Health.**

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**A SITE INSPECTION IS REQUIRED FOR THE FOLLOWING:**

- SMOKE DETECTORS** installed on each level of the dwelling including basement and within (10) ten feet of each separate sleeping area.
- CARBON MONOXIDE DETECTORS** installed within 10 feet of each separate sleeping area.

**\*\*Low Voltage Systems Only: requires test & inspection report must be provided to inspector at time of inspection\*\***

Ten-year sealed battery-powered single station smoke alarms shall be installed and shall be listed in accordance with ANSI/UL 217, incorporated herein by reference. However, A/C powered single or multiple-station smoke alarms installed as part of the original construction or rehabilitation project shall not be replaced with battery-powered smoke alarms. Effective 1/1/19.

- ONE FIRE EXTINGUISHER**, UL listed, labeled, charged and operable, rated for residential use, size no smaller than 2A:10B:C and no more than 10 lbs. The extinguisher must be visible and in a readily accessible location. The extinguisher must be near an exit or travel path that provides an escape route to the exterior.
- HOUSE NUMBERS** in a contrasting color, (3) inches high, permanently affixed, CLEARLY VISABLE near front door and light.
- Permanent fence around swimming pools**, minimum 4 ft., with self-latching, lockable gates.
- Egress doors:** interior deadbolt must be operated by thumb knob/turn bolt only.
- Bedroom egress doors** and windows shall open from the inside without the use of a key or special knowledge or effort.
- Railings** are required for interior or exterior stairs with (4) or more risers.
- Operable sensor for lawn irrigation system.**
- Water Heater and Boiler** blow off pipe must be within 6" from floor.
- No holes** in garage ceiling.
- No extension cords** are to be used as a permanent form of wiring. (i.e. garage doors)
- Flue piping** for all mechanical appliances must be in good condition and sealed at chimney connection.