

Bureau of Fire Prevention and Code Enforcement
Garwood Fire Department
415 South Ave. Garwood NJ 07027
Telephone: (908) 789-8877

APPLICATION FOR CERTIFICATE OF COMPLIANCE

Dwelling: Block _____ Lot _____
(not mailing address)
Street _____

NOTE: ALL BOXES MUST BE CHECKED IN ORDER FOR CERTIFICATION TO BE VALID

- Smoke detector has been installed on each level of the dwelling, including basements, excluding unfinished attic or crawl space, and
- Smoke detectors and carbon monoxide alarm has been installed outside each separate sleeping area; and within 10 feet of bedrooms
- All smoke detectors in working order.
- Carbon monoxide alarm(s) in working order.
- Fire extinguisher to be located in vicinity of kitchen.
- Complies with zoning use regulations. Specify use: _____
- Complies with stormwater discharge regulations as per §106-25B(4)
- No open building permits

This is a _____ story building with basement without basement

An inspection will be made by the Garwood Fire Department (Fire Prevention Bureau). The smoke detectors required above shall be located in accordance with NFPA 74; the carbon monoxide alarm(s) installed per NFPA-720. The detectors are not required to be interconnected in one and two family owner occupied dwellings; in multiple family dwellings they shall be interconnected.

Note: AC powered and/or interconnected alarms and smoke detectors installed after January, 1977 shall be maintained in working order. See accompanying papers for information regarding installation.

Owner or Authorized Agent

Name: _____

Address: _____

City: _____

Phone #: _____

Closing date: _____

Applicant Signature _____

Printed Name _____

Note: A check or money order made payable to Borough of Garwood must accompany this form. If the closing date above follows the date of receipt by the Bureau of Fire Prevention by more than ten business days, the fee is \$70 dollars; if received fewer than ten but more than four business before closing; \$100 dollars; if four business days or fewer; \$200 dollars. Once issued, a Certificate is not transferable, nor is a fee refundable. If the change of occupancy does not occur within six months, a new application fee shall be required.

FOR OFFICE USE ONLY

Certification# _____

Check# _____

Check Date _____

Inspection date _____

Inspected by _____

GARWOOD FIRE DEPARTMENT
Requirements for a Certificate of Smoke Detector and Carbon
Monoxide Alarm Compliance

- Smoke Detectors Detector is required on each level of the house including the basement in the vicinity of the stairs. Detectors are also required within 10 feet of each bedroom. Attics require detectors if habitable. Smoke detectors mounted on the ceiling should be a minimum of 4 inches from a corner. Detectors mounted on a side wall should be no closer than 4 inches to the ceiling and no more than 12 inches from the ceiling. Detectors on a tray ceiling are to be located on the highest level within 12 inches of the peak.
- Carbon Monoxide Detectors are required on each level with bedrooms, to be located outside of and within 10 feet of each bedroom, if the home has a fuel burning appliance and/or an attached garage.
- Fire Extinguisher At least one listed, labeled, charged, and operable portable fire extinguisher, with a minimum rating of 2A:10BC rated for residential use and not weighing more than 10 pounds. The extinguisher is to be visible and in a readily accessible location within 10 feet of the kitchen, near a room exit or travel path to the exterior. The extinguisher is to be mounted utilizing the bracket provided by the manufacturer, with the top of the extinguisher no higher than 5 feet above the floor.
- Building Permits Any open building permits are to be closed by scheduling the required final inspections through the Building Department. No Certificate of Compliance will be issued until all open building permits are closed.

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 proximity 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 forced 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, Batterymarch Park, Quincy, MA. 02269.

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

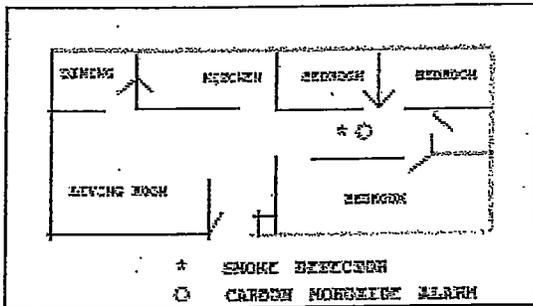


Figure 1

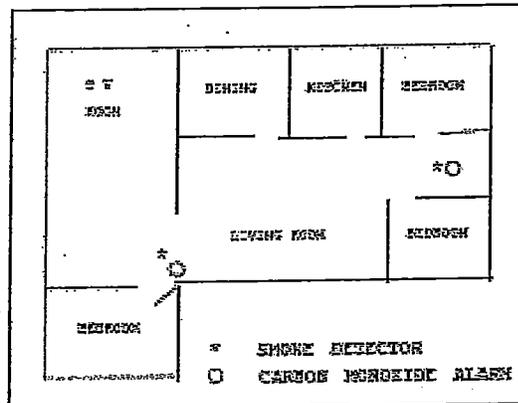


Figure 2

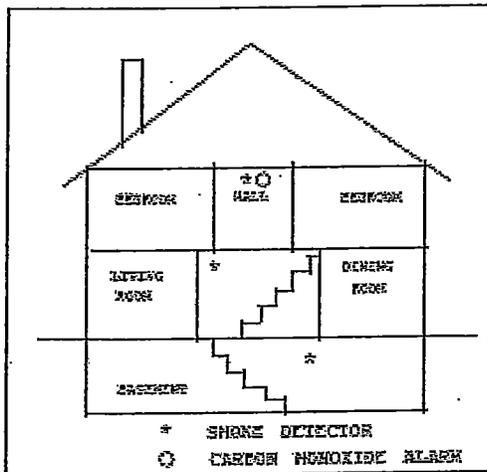


Figure 3

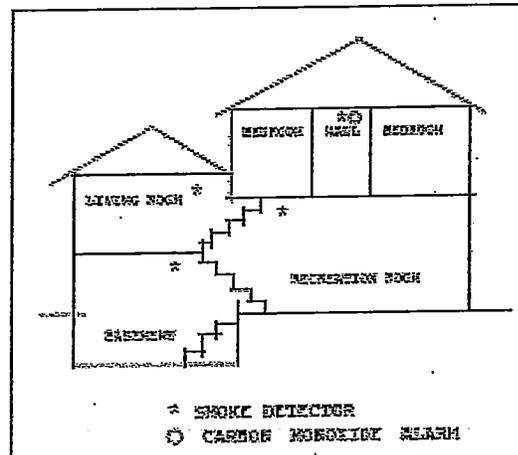


Figure 4

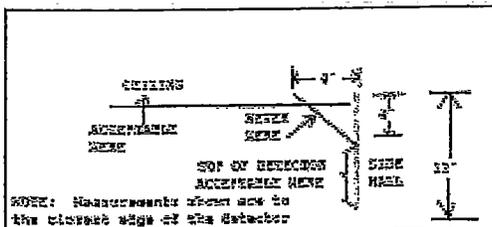


Figure 5

§ 106-25. Certificates of occupancy; certificate of compliance.

[Amended 5-9-1996 by Ord. No. 96-08; 4-25-2000 by Ord. No. 00-06]

- A.** No structure hereafter erected or altered, no lands upon which improvements have been made, and no structure or land upon which a change of use has occurred shall be occupied or used in whole or in part for any purpose whatsoever unless and until a certificate of occupancy shall have been issued by the Construction Official. Any instance of violation of this chapter shall be cause for revocation of any existing certificate of occupancy after a ten-day warning by the Construction Official or Zoning Officer.
- B.** A certificate of compliance shall be required to be obtained prior to occupancy after the sale or conveyance of any residential, commercial, industrial, institutional, mixed use or other property or structure within the Borough. No person shall occupy such property after such sale or conveyance unless such certificate of compliance shall be obtained from the Garwood Fire Department. The application fee shall be \$70 if requested more than 10 business days prior to the change of occupant, \$100 if requested four to 10 business days prior to the change of occupant and \$200 if requested fewer than four business days prior to the change of occupant. The issuance of said certificate of compliance shall be contingent upon the following:

[Amended 6-24-2003 by Ord. No. 03-08; 4-8-2008 by Ord. No. 08-09]

- (1)** The inspector's certification that the existing use is a proper use within the zone in which the property is located. This use, and its category designation within Article VIII of this chapter, is to be specifically stated on the certificate. If the current or proposed use of the premises is not a permitted use in the applicable zoning district under Article VIII, no such certificate shall be issued without the certification of the zoning officer that the use is lawful (for example, a lawful nonconforming use or a use permitted by variance previously issued).
- (2)** The installation of listed or approved smoke detectors or fire alarms in all residential and any other structures as follows:
- (a)** In all one-family dwellings, one listed or approved smoke detector or fire alarm shall be installed in the basement and on each living floor at a location to be approved by the Fire Official.

[Amended 1-27-2009 by Ord. No. 09-03]

- (b)** In all two-family dwellings, one listed or approved smoke detector or fire alarm shall be installed in the basement and one shall be installed on each habitable floor in each apartment or dwelling unit at a location to be approved by the Fire Official.

[Amended 1-27-2009 by Ord. No. 09-03]

- (c)** In any building or structure containing three or more dwelling units or a structure that is a mixed use as defined in Article VIII of this chapter, the nature, extent and location of the smoke detectors or fire alarms shall be installed in accordance with the Regulations for Maintenance of Hotels and Multiple Dwellings Code of the State of New Jersey.
- (3)** The installation of carbon monoxide sensor devices, as required, in any dwelling unit in a building with fewer than three dwelling units, pursuant to N.J.S.A. 52:27D-133.3.
- (4)** That inspection is made by the inspector of all stormwater discharges from the structure and property to ensure that no water from roof drains, sump pump or other stormwater collection or storage facilities is directed into the Borough sanitary sewer system. All such connections must be removed, and proper connections in the Borough stormwater system are to be installed prior to the issuance of any certificate of compliance.

§ 106-26. Prerequisites for the issuance of certificates of occupancy.

A. No certificate of occupancy shall be issued by the Construction Official until he has ascertained that all the requirements of this chapter, and any other applicable Borough, county or state regulations, ordinances or statutes, or Planning Board conditions or site plan requirements, and necessary resolutions of Borough Council have been and are fully complied with. All improvements shown on the approved final site plan or subdivision plat, including all grading and drainage facilities and public improvements approved by the Borough Engineer shall have been installed on the premises in question and a complete site cleanup of all construction materials shall have been completed before any certificate of occupancy shall be issued. The Construction Official shall not issue the certificate unless the Borough Health Officer, Borough Engineer, Borough Planning Advisor and all other appropriate Borough and construction subcode officials indicate conformance with applicable requirements.

[Amended 12-10-2002 by Ord. No. 02-28]

B. If the developer has failed to complete all on-site or public improvements required by the approving authority for site plan or subdivision approval because of adverse weather conditions, a temporary certificate of occupancy may be issued at the discretion of the Construction Official for a period not to exceed six months. This temporary certificate may be issued only upon the following findings being made by the Construction Official:

- (1)** All the requirements of the Uniform Construction Code have been complied with and the structure is safe for human occupancy or utilization;
- (2)** Proper access to the structure and across the public right-of-way for fire and emergency vehicles as well as the users thereof and the public at large is provided; and
- (3)** A bond or certified check has been submitted to the Borough to insure the completion of all unfinished improvements within the time period of the temporary Certificate. This bond is to be submitted to the Borough Clerk in an amount specified by the Borough Engineer to be 115% of the total cost of all uncompleted improvements.

C. The failure of the applicant to complete such improvements within the stated time period of the Temporary Certificate will result in the forfeiture of the bond in order to allow the Borough to complete the required improvements. The applicant may request, and the Construction Official may grant one-month extensions to this time period, not to exceed a total of three months of additional time.

§ 106-27. Time limitations.

- A.** The Zoning Officer or Construction Official shall issue or deny a zoning permit within 20 days of the date of application for said permit.
- B.** Where site plan approval by an approving authority was required, the Construction Official shall issue or deny a certificate of occupancy within 10 business days after the date of completion of all requisite work and being notified in writing by the developer that all work has been completed to the satisfaction of the owner and in compliance with all approved plans and applicable codes.
- C.** Where site plan approval by an approving authority is not required, the Construction Official shall issue or deny a certificate of occupancy within 10 business days of the date of written request for said certificate.

§ 106-28. Terms and conditions.

A zoning permit or certificate of occupancy shall specify the use of the lot or lots, or structure(s) as the case may be, in accordance with the use categories stated in Article VII of this chapter and any terms or conditions under which the issuance is made. Any change of use shall be treated as a new use and a new certificate of occupancy shall be required. Before any certificate of occupancy shall be issued for any such change of use, all provisions of this chapter shall be complied with in the same manner as if the new use or structure were an initial use of land or structure.

§ 106-29. Records.

[Amended 4-8-2008 by Ord. No. 08-09]

- A.** It shall be the duty of the Construction Official to maintain records of all applications for zoning permits, building permits, or certificates of occupancy and of all such permits and certificates issued, together with a notation of all special terms or conditions imposed thereunder. These records will be maintained within the office of the Construction Official. He shall be responsible for the filing and safe keeping of all plans and specifications submitted to him with any applications and the same shall form a part of the records of his office and shall be available to all officials of the Borough.
- B.** It shall be the duty of the Fire Official to maintain records of all applications for certificates of compliance and of all such certificates issued, together with a notation of all special terms or conditions imposed thereunder. These records will be maintained within the office of the Fire Official. He shall be responsible for the filing and safe keeping of all documents submitted to him with any applications and the same shall form a part of the records of his office and shall be available to all officials of the Borough.

§ 106-30. Violations and penalties.

[Amended 4-13-1999 by Ord. No. 99-06; 11-10-2009 by Ord. No. 09-22]

Unless otherwise specifically provided herein, any violation of the provisions of this chapter, including but not limited to the erection or alteration of a structure prior to obtaining a building permit, the utilization of any land prior to obtaining a zoning permit, the use or occupancy in whole or in part of any structure in which the nature of the use has been changed, or wherein there has been a modification of utilization, or which has been erected or altered, the use or occupancy in whole or in part of any land on which the nature of the use has been changed, or whereon there has been a modification of utilization or upon which an improvement has been made prior to obtaining a certificate of occupancy, shall be a violation of this chapter. The governing body, the Construction Official, the Zoning Officer, the Zoning Enforcement Officer or other proper official, in addition to other remedies, may institute any appropriate legal action or proceedings to prevent such unlawful erection, repair, construction, reconstruction, alteration, conversion, maintenance or use, to restrain, correct, or abate such violation, to prevent the occupancy of said structure, or land, or to prevent any illegal act, conduct, business or use about such premises. Each day the violation shall continue shall constitute a separate violation. Violations of this chapter shall be punishable by a fine not to exceed \$1,000 or by imprisonment for a term not exceeding 90 days or by a period of community service not exceeding 90 days.