

Information for “Certificate of Continued Occupancy –for Resale”

The Borough is currently open to the public and inspections are being done.

You should make your application as soon as the property is listed. Application can be made without a buyer which can be added prior to the issuance of the CCO. The Certificate is valid for one year from date issued or expires one year from date of filing.

Our applications are now online at: www.fairlawn.org --- under -Departments & Services – CCO-Resale. Download form to submit with your check.

The fee is \$175.00 – payment can be made by check payable to the Borough of Fair Lawn or cash (cash payment must be exact amount).

Homeowner, Realtor or Trustee may apply for application.

The application for a “Certificate of Continued Occupancy-for resale” can be emailed, faxed or dropped off at the building department-(drop off box outside our office door room # 112 entrance from George Street).

Email to Mildred Carrion --- MCarrion@fairlawn.org or Ann Peck ---APeck@fairlawn.org

Fax 201-797-7489

An inspection will be scheduled once payment of the fee is received.

If during the inspection it is determined that repairs and/or permits are required a list will be provided to you.

Once they are corrected you will need to contact the office and schedule a re-inspection.

As part of the “Certificate of Continued Occupancy-for resale” you will be required to make an appointment with the water department to have the water valve inspected to insure you have the correct one. See form below. Please print the Water Valve inspection form. The inspector will sign the form if your water valve is ok, if not, they will instruct you what to do. We will need a copy of this signed form to release your “Certificate of Continued Occupancy-for resale” ---- - there is no fee involved.

Also you will be required to make an appointment with Fire Prevention. See handout below. Please contact their office at 201-794-5408 to schedule your appointment. You can also access there information online at Fire Prevention Bureau. They will inspect your smoke detectors, fire extinguisher and carbon dioxide detectors. They will issue you a certificate which we will need a copy to release your CCO- you will have to contact the office for inquires as to the fee.

Once all inspections are completed your “Certificate of Continued Occupancy-for resale” can be released.

If you need any further assistance please contact the office at 201-794-5308 or 201-794-5307.



Borough of Fair Lawn
POST OFFICE BOX 376, FAIR LAWN, NEW JERSEY • 07410

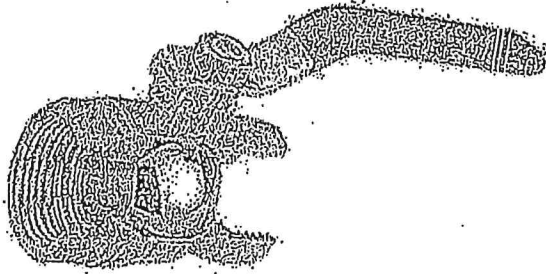
Alan Neggia, CPWM, Superintendent
Department of Public Works

Tel: 201-794-5304
Fax: 201-703-4248

E-Mail: DPW@fairlawn.org

Dear Homeowner:

In accordance with Ordinance #241.24 we are requesting that you go to the Department of Public Works office or call 201-794-5326 or 201-794-5304 to make an appointment to have the water service valves located by your water meter inspected. The valve before and after the water meter must be a working ball valve as shown below:



After the inspection is complete, depending upon the working condition of the valves, the inspector will sign this letter if the valves are in operating condition and you will then give this letter to the Building Department. If the valves are not in operating condition, you will be required to have them replaced. The inspector will then sign this letter upon your compliance with this ordinance.

If you have any questions, please call the Department of Public Works at 201-794-5326 or 5304.

Thank you,

Borough of Fair Lawn Water Department

Water Dept. Inspector Signature: _____

Date: _____

Address: _____

C.C.O. #: _____



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FIRE PREVENTION BUREAU
PHONE (201) 794-5408

CARBON MONOXIDE ALARM

required prior to sale, rental, or change of occupancy
of 1- and 2-family homes

- Installed on each level that has a bedroom.
- Installed on the ceiling or wall. (Table top models are not acceptable)
- Sound an alarm of at least 85 decibels upon testing.
- Shall be installed in a secure manner as per manufacturers' requirements.

*** Carbon monoxide alarms may be battery-operated, hard-wired, or plug-in. ***

FIRE EXTINGUISHER

required prior to sale, rental, or change of
occupancy of 1- and 2-family homes

New Jersey Uniform Fire Code requires a portable fire extinguisher as follows:

- The extinguisher shall be an approved listed and labeled type with a minimum rating of 2A-10B:C.
- Shall have a receipt for a recently purchased extinguisher or
The extinguisher shall be serviced and tagged by a certified Division of Fire Safety contractor within the past 12 months
- The extinguisher shall be mounted in the kitchen or no more than 10 feet from the kitchen.
- The top of the extinguisher shall not be more than five feet above the floor
- The extinguisher shall be readily accessible and not obstructed from view.
- The extinguisher shall be mounted using the manufacturer's hanging bracket.
- The owner's manual or written operation instructions shall be provided during the inspection and left for the new occupant.

The above inspections shall be done in conjunction with inspection of your smoke alarms.
The Certificate of Inspection is valid for six (6) months

To schedule the above inspection, call Fair Lawn Fire Prevention Bureau: 201-794-5408

This notice dated July 1, 2020

N.J.A.C. 5:70-4.19



Borough of Fair Lawn
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FIRE PREVENTION BUREAU
PHONE (201) 794-5408

SMOKE ALARM CERTIFICATE

required prior to sale, rental, or change of occupancy
of 1- and 2-family homes

In 1-family homes, at least one **TEN YEAR SEALED** smoke detector shall be located -

- On each and every level of the home, including the basement.
- Within 10 feet of each entrance to a sleeping area, or inside each sleeping area.
- For levels without a sleeping area, smoke alarm shall be installed near the stairwell.

Ten-year sealed battery-powered single station smoke alarms shall be required.

*** **Hardwired smoke detectors installed as part of the original construction or rehabilitation project SHALL be OPERATIONAL and MAINTAINED in good working order. System cannot be removed, disabled or eliminated. *****

*** **Wireless smoke detectors DO NOT meet the NJ fire code requirements unless installed by permit or variance. Copies of the approval will be required.**

Smoke alarms shall be mounted on the ceiling, or on the wall, 4 to 12 inches below the ceiling.

Smoke detectors shall NOT be installed in any kitchen, bathroom, furnace room, or in the STAIRWELL.

Smoke detectors shall sound an alarm of at least 85 decibels at 10 feet.

Combination smoke & carbon monoxide must be 10 year sealed battery

For 2-family homes, requirements are same as 1-family homes, plus:

- Common stairwells and hallways shall have **TEN YEAR SEALED** smoke detector installed outside of each doorway to any living space or storage area
- Each separate basement shall have smoke alarm installed at foot of stairs, but not in the stairwell

INSPECTION FEE: varies between \$90.00 and \$125.00, depending on how much in advance you schedule the inspection, per State Regulations. We will not accept cash at the inspection site – checks only. Check is to be payable to Borough of Fair Lawn, plus \$50.00 for each additional visit.

To schedule the above inspection – call the Fire Prevention Bureau at 201-794-5408

This certification is good for six (6) months.

This Notice dated July 1, 2020

N.J.A.C. 5:70-4.19