



# THE BOROUGH OF ROSELLE PARK

NEW JERSEY

110 EAST WESTFIELD AVENUE, ROSELLE PARK, NJ 07204

**Construction / Code Enforcement Department**

Phone 908-245-2721 Fax-908-298-9718

## APPLICATION FOR CERTIFICATE OF CONTINUED OCCUPANCY

Sale of Home

Date of Application \_\_\_/\_\_\_/\_\_\_

**Dwelling Location: BLOCK** \_\_\_\_\_

**LOT** \_\_\_\_\_

**Closing Date** \_\_\_\_\_

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

Realtor/Agent: \_\_\_\_\_

### Owner Information:

Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

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

Email: \_\_\_\_\_

Address Same as Location

(Inspections are on Thursdays, from 9:00am - 1:00pm)

**Certificate to be emailed once you have passed inspection.**

**FEE: \$70.00 for single family - \$100.00 for 2 family + \$25.00 for each additional unit for 3 family and above –  
CHECKS or MONEY ORDERS PAYABLE TO Borough of Roselle Park**

**ALL BUILDING PERMITS MUST BE CLOSED PRIOR TO ISSUANCE OF CERTIFICATE**

Applicant Signature: \_\_\_\_\_

Dated: \_\_\_\_\_

**\*\*\* OFFICIAL USE ONLY \*\*\***

Date Receive: \_\_\_\_\_

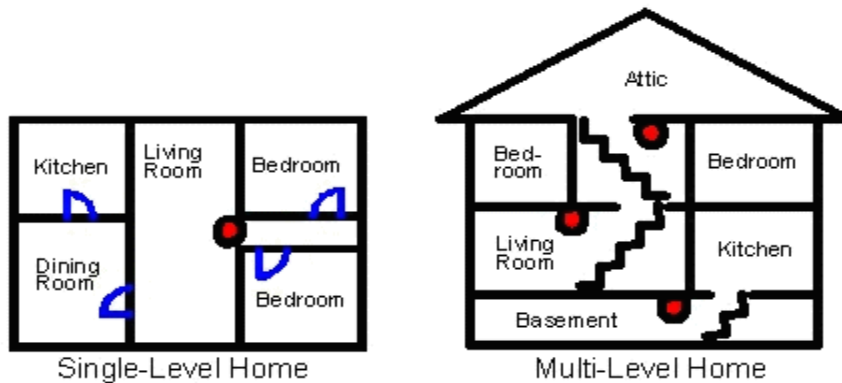
Permit Status: \_\_\_\_\_

Date Assigned: \_\_\_\_\_

Certificate #: \_\_\_\_\_

**NOTE:** As per Roselle Park Ordinance 40-3103 this certificate will cover the smoke, carbon and fire Extinguisher requirement which must be obtained prior to the closing of the property and NJSA 52:27D-133.3 to 133.5 and IFC 2018 915, UCC NJAC 5:23-6.27. Failure to do so will result in Penalties and fines compounding daily.

Please obtain the Requirements for CCO compliance checklist to assist you in answering any questions you may have.



## REQUIREMENTS FOR CCO COMPLIANCE:

**SMOKE DETECTION:** Ten-year sealed Battery or Hard-wired Interconnected smoke detection devices are required to be installed on each level of the home and in the area of the bedrooms. This includes basements and finished attics. Information can be obtained from the Roselle Park construction dept. 908-245-2721.

**CARBON MONOXIDE DETECTION:** Detection is required outside all sleeping/ bedroom areas. Detection is required if the house has any fuel burning appliances ( i.e. stove, hot water heater, furnace boiler or forced hot air, etc...) the detection shall be on the floor below, the floor where the appliance is located and the floor above. Information can be obtained from the Roselle Park construction dept. 908-245-2721

**FIRE EXTINGUISHERS:** At least one functional portable fire extinguisher, with a minimum rating of 2A:10BC 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 shall be mounted no more than 5 feet off the floor. It cannot be placed in a cabinet or behind a closed door preventing view.

**STORM WATER (SUMP PUMPS):** Homes with sump pumps shall have the discharge pumped out of the home or into a gutter line of the fronting street. NO SUMP PUMP SHALL DISCHARGE INTO THE SANITARY SEWER SYSTEM.

**HOUSE NUMBERS:** Address numbers shall be clearly visible from the street, securely fastened, weatherproof, and shall be mounted against a contrasting background. The number shall be in block number form 4 inches in height, no script number lettering will be permitted (ex. **Onehundredtwentythree-** it shall be 123).

**BUILDING PERMITS:** All building permits must be closed by scheduling the final inspection through the Roselle Park Building Dept. at 908-245-2721

Any further questions please contact the construction office at 908-245-2721