



FORT LEE FIRE PREVENTION BUREAU

Borough of Fort Lee

1365 Inwood Terrace
Fort Lee, New Jersey 07024-4799

Phone: (201) 592-3500 Ext. 1502

Fax: (201) 585-1563



INSPECTORS

Jack Siccardi Ext. 1020
John Pascale Ext. 1017
Mary Boujotas Ext. 1016
Leah Wasserman Ext. 1012
Joe Piemonte Ext. 1029

Steven James Curry, Fire Official/Fire Sub-Code, Ext. 1018

Joseph Cariddi, Deputy Fire Official, Ext. 1019

Cindy A. Vida, Department Secretary, Ext. 1011

Nadine R. Drumgoole, Clerk Typist, Ext. 1014

Nadine @ FortLeeNJ.org

INSPECTORS

Patrick Buglione Ext. 1091
John T. Klein Ext. 1092
Mike Marrara, Sr. Ext. 1090
James Piccirillo Ext. 1093
Keith Dalton Ext. 1094

Date _____

Application for Certificate of Continued Occupancy Ordinance 86-41, 89-61, & N.J.A.C. 5:70-2.3

Property Address _____

Block: _____ Lot: _____ Unit/Apt: _____ Year Built: _____ Owner Occupied Y or N

Owner: _____
_____ owner address

Buyer: _____ Telephone # _____

Renter: _____ Telephone # _____

Requirements:

- 1.) Submit check payable to the Borough of Fort Lee for \$100.00. Inspections that fail are subject to additional fees.
- 2.) Submit the name and telephone number of the contact person responsible for meeting the Inspector.
- 3.) All information on the application shall be complete.
- 4.) No one is permitted to occupy the premises prior to approval from the Fire Prevention Bureau.
- 5.) Smoke Detectors and Carbon Monoxide Detectors shall be tested and in working order at time of inspection. Signed Affidavit shall be submitted prior to issuance of certificate.
- 6.) Where applicable; Unit doors that open to a common corridor shall be self closing and self latching.
- 7.) One and Two Family houses must have a size 10 type ABC fire extinguisher within 10 feet of each kitchen.
- 8.) In accordance with Borough ordinance 85-9 Sub-Section 22.8D you are required to register with the Rent Leveling Board within 60 days of tenancy commencement. This requirement is for multiple dwellings and two family homes that are not Owner occupied.
- 9.) No Certificate of Continued Occupancy will be issued prior to closing out open building permits, paying all taxes, penalties, and or fees due to the Borough of Fort Lee.

1 & 2 Family: _____ 3 Family: _____ Other: _____ Condo: _____ Co-Op: _____

Rental: _____ Townhouse: _____ Commercial: _____ Residential/Commercial _____

I have read the requirements for obtaining a Continued Certificate of Occupancy and fully understand and agree to comply with all requirements.

Signature of Applicant

Telephone Number

Printed Name of Applicant



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SMOKE/CO DETECTORS/FIRE DOOR AFFIDAVIT

BUILDING NAME _____

ADDRESS _____

Apartment No. _____ Phone No. _____ Year Built: _____

Please Check One: Owner: _____ Tenant: _____ Management: _____
New Jersey Licensed Electrician: _____ Company or Individual Name _____

Lic.No. _____ Signature _____

I, _____ hereby certify that at the above referenced location, of which I am the owner, tenant, management, or N.J. Licensed Electrician. That the following items have been installed, maintained and checked for proper operation in accordance with N.J.A.C.5:70-2.3, N.J.A.C.5:70-4.19, N.J.A.C.5:70-3,907.21, N.J.A.C.5:70-3, 703.2.3, and NFPA 72(2002).

1.) SMOKE DETECTORS SHALL BE LOCATED:

- a.) If constructed prior to 1975 on each level of dwelling and within 10 feet of sleeping areas. (Detectors may be battery powered.)
- b.) If constructed between 1975 and 1990 on each level of dwelling and within 10 feet of sleeping areas. (Detectors must be 110V with battery back-up, and be interconnected.)
- c.) If constructed after 1990 on each level of dwelling, inside of each sleeping room and within 10 feet outside of sleeping rooms. (Detectors must be 110V with battery back-up, and be interconnected.)
- d.) Batteries in all smoke detectors shall be tested once a month and changed once a year to assure proper operation.

Note: All Smoke Detectors with a manufacture date greater than 10 years must be replaced. _____ Detector Date of Manufacture (located on back of detector)

2.) CARBON MONOXIDE DETECTORS SHALL BE LOCATED:

- a.) Within 10 Feet of all sleeping areas.

Note: All Carbon Monoxide Detectors with a manufacture date greater than 5 years must be replaced. _____ Detector Date of Manufacture (located on back of detector)

3.) APARTMENT ENTRY DOORS:

- a.) All doors separating dwelling units from common hallways must be self closing and are self latching.

DATE: _____

Printed Name and Signature of Person Completing Affidavit

Title



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Important Notice **EFFECTIVE IMMEDIATELY**

Date: March 22, 2010 (Revised September 1, 2010)

To: All Residential Continued Certificate of Occupancy Applicants

Effective immediately in accordance with N.J.A.C. 5:70-3.907.21 and NFPA 72(2002) no CCO will be issued to properties that have 110V Smoke ,and or Carbon Monoxide detection without a written report submitted from a New Jersey Licensed Electrician or certified alarm company. This report must include the following:

- a.) All detectors must be cleaned, and tested for proper operation.
- b.) All detectors must have battery back-up with batteries changed at time of report.
- c.) All smoke detectors with a manufacture date greater than 10 years of age must be replaced.
- d.) All Carbon Monoxide detectors with a manufacture date greater than 5 years of age must be replaced.

Effective immediately in accordance with N.J.A.C.5:70-3.907.21 and NFPA72(2002) no CCO will be issued to properties that have battery operated smoke and carbon monoxide detectors without an affidavit signed by the renter and or seller certifying the following:

- a.) All detectors must be cleaned, and tested for proper operation.
- b.) All detectors must have batteries changed at time of inspection.
- c.) All smoke detectors with a manufacture date greater than 10 years of age must be replaced.
- d.) All Carbon Monoxide detectors with a manufacture date greater than 5 years of age must be replaced.



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Residential properties built prior to 1977 are required to have battery powered detection only. Smoke Detectors shall be installed on each level of the structure, and within 10 feet of all sleeping rooms.

Residential properties built between 1977 and 1983 are required to have 110V smoke detection. Detectors shall be installed in the basement, and within 10 feet of all sleeping rooms. (No interconnection or Battery back-up required). Battery operated smoke detection required on all other levels.

Residential properties built between 1984 and 1989 are required to have 110V smoke detection. Detectors shall be installed on every level and within 10 feet of all sleeping rooms. All smoke detectors are to be interconnected. (Battery back-up not required)

Residential properties built between 1990 and 1992 are required to have 110V smoke detection with battery back-up. Detectors shall be located on each level of the structure, inside of all sleeping rooms, outside within 10 feet of all sleeping rooms, and all detectors shall be interconnected. (Battery back-up not required in fully sprinklered buildings)

Residential properties built between 1993 and 1999 are required to have 110V smoke detection with battery back-up. Detectors shall be located on each level of the structure, inside of all sleeping rooms, outside within 10 feet of all sleeping rooms, and all detectors shall be interconnected. (Smoke detection not required in bedrooms if building is fully sprinklered. No Battery back-up required in fully sprinklered buildings).

Residential properties built between 2000 and present are required to have 110V smoke detection with battery back-up. Detectors shall be located on each level of the structure, inside of all sleeping rooms, outside within 10 feet of all sleeping rooms, and all detectors shall be interconnected. This is required even if building is sprinklered.

All residential structures shall have Carbon Monoxide Detectors installed within 10 Feet of all sleeping rooms. Carbon Monoxide detectors may be powered by battery or electric.

I may be reached at 201-592-3500 Ext.1018 with all questions or concerns.

Respectfully,


Steven J. Curry
Fire Official



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RESIDENTIAL CERTIFICATE OF CONTINUED OCCUPANCY

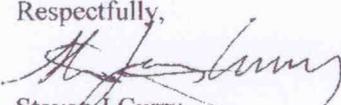
Your Inspection is scheduled for: _____ / _____ / _____ Time: _____

Please make arrangements to have someone home to let inspector in. Someone must be present for inspection to be performed.

The following is a list of requirements needed to obtain a Resale/Rental/Lease CCO:

1. a.) Smoke detection must be installed in accordance with Important Notice 3-22-2010
b.) If your smoke detectors are connected to an approved monitoring company, please contact them at least 15 minutes prior to your inspection and advise them a test of your system will be taking place. You must know how to reset your system and have your security code accessible in order to reset immediately after testing.
2. Carbon Monoxide detectors shall be installed within 10 feet of all sleeping rooms.
3. Your address must be clearly displayed on your building, mailbox, or front door. This is so emergency responders can easily locate your property.
4. If you have performed any renovation to your property without obtaining the required permits, you will not receive your CCO until permits have been applied for and approvals granted.
5. Condition of unit must pass the minimum requirements of Fire, Building, and Housing Codes.
6. Double key cylinder deadbolt locks are prohibited on egress doors.
7. Apartment doors leading to common hallways shall be self closing and positive latching.
8. In One and Two family dwelling units a size 10 type ABC Fire Extinguisher must be installed within 10 feet of kitchen.

Respectfully,


Steven J. Curry
Fire Official