



# Englewood

Code Enforcement

P.O. Box 228 • Englewood, N.J. 07631 • [www.cityofenglewood.org](http://www.cityofenglewood.org)

Receipt No. \_\_\_\_\_

CCO Inspector \_\_\_\_\_

CCO No. \_\_\_\_\_

Date Inspected \_\_\_\_\_

Cash or Check # \_\_\_\_\_

Date Received \_\_\_\_\_

Fee \$ \_\_\_\_\_

**CERTIFICATE OF CONTINUED OCCUPANCY**  
**FOR THE RESALE OF A 1 & 2 FAMILY- \$150 \* 3 & 4 FAMILY - \$250**

Seller-Name \_\_\_\_\_ Tel: \_\_\_\_\_

Seller-Email Address \_\_\_\_\_

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

Block \_\_\_\_\_ Lot \_\_\_\_\_ Use Group \_\_\_\_\_

Buyer-Name \_\_\_\_\_

Buyer-**Present** Address \_\_\_\_\_

\_\_\_\_\_ Tel: \_\_\_\_\_

No. of Bedrooms \_\_\_\_\_

No. of Bathrooms \_\_\_\_\_

No. of Kitchens \_\_\_\_\_

No. of People **Presently** Residing At Premises Before Sale \_\_\_\_\_

No. of People Who **Will** Occupy Premises After Sale \_\_\_\_\_

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Seller's Agent \_\_\_\_\_ Tel: \_\_\_\_\_

Email Address \_\_\_\_\_

Seller's Attorney \_\_\_\_\_ Tel: \_\_\_\_\_

Email Address \_\_\_\_\_

**I hereby certify that I have read this application thoroughly and agree to conform to the provisions of Chapter 159 of the city codes of the City of Englewood.**

\_\_\_\_\_  
PRINT NAME CLEARLY

\_\_\_\_\_  
SELLER/AGENT/ATTORNEY SIGNATURE

**CCO INSPECTOR: DAVID WILLIAMS**

**INSPECTION DATE: \_\_\_\_\_**

**PHONE: 201-510-8201**

**CCO INSPECTIONS ARE SCHEDULED MONDAY & WEDNESDAY 10AM-2PM**  
**(CCO WILL BE ISSUED 3-5 BUSINESS DAYS FROM DATE OF INSPECTION)**

**ALL OPEN PERMITS MUST HAVE FINAL INSPECTIONS BEFORE CCO**  
**APPLICATIONS ARE ACCEPTED**

**TO RECEIVE A CCO THE ITEMS LISTED BELOW MUST BE COMPLIANT WITH APPLICABLE  
STATE LAW AND LOCAL ORDINANCE**

- 1. House No. in contrasting colors (3) inches high must be permanently affixed in the vicinity of the front door**
- 2. Carbon monoxide alarms must be installed outside of any sleeping area within (10) feet of bedroom**
- 3. No dead bolt inside with key**
- 4. All egress doors shall be readily operable from the inside without the use of a key or special knowledge or effort**
- 5. All egress windows in bedroom should must open easily**
- 6. No broken glass**
- 7. Working fans must be installed in bathroom without windows**
- 8. Handrails must be installed for (4) or more steps**
- 9. Water heater pipe within 6" of floor**
- 10. Flue on heater no leaks around vent pipe**
- 11. No holes in garage ceiling**
- 12. At least (1) portable fire extinguisher must be mounted and installed. (See below)**
  - Fire extinguisher shall be listed, labeled, charged and operable.**
  - The size shall be no smaller than 2A: 10B: c rated for residential use and weighs no more than 10lbs.**
  - The hangers and brackets supplied by the manufacturer must be used.**
  - The top of the extinguisher must not be more than (5) feet above the floor.**
  - The extinguisher must be near a room exit or travel path that provides an escape route to the exterior kitchen**

**Smoke detectors must be installed in accordance with NFPA Standard 74-1984 as follows:**

- 1. (1) on each level of the premises including basements and walk up attics**
- 2. (1) outside of any sleeping area within (10) feet of bedroom**
- 3. If the smoke detectors are interconnected, have password to turn off & reset system**
- 4. Smoke detectors may be battery powered and will be listed in accordance with ANSI/UL 217**
- 5. A/C powered smoke detectors are permitted**

**IF THE BUYER CHANGES AFTER (30) DAYS FROM THE INSPECTION DATE, A NEW  
CCO APPLICATION MUST BE SUBMITTED WITH PAYMENT**