



CERTIFICATE OF OCCUPANCY
INSPECTION CHECKLIST
VISUAL INSPECTION ONLY

EXTERIOR INSPECTION INCLUDES:

1. Peeling paint
2. Gutters and Leaders
3. Doors, Windows, Screens
4. Safety Hazards
5. Trash, Debris, Weeds, Sanitation
6. Siding and Structural deterioration
7. Accessory structures: garages; fences; sheds.
8. House number must be at least 3" high and clearly visible from the street.
9. Stairs: A handrail is required if more than four risers exist.
10. Porches/Landings/Stairs:
A guardrail is required if open portion exceeds 30" in height.
11. Paved area for public use.

INTERIOR INSPECTION INCLUDES:

1. Stairs and Porches (see exterior)
2. Plumbing in baths and kitchen
3. Wall / Floors / Ceilings
4. Evidence of leaks / Cellar water
5. Sufficient electrical outlets and covers
6. Locks
7. Ventilation
8. Sanitary Conditions
9. Safety Hazards
10. Hot water heater:
Pressure and temperature valve with extension pipe required.
11. Stove: Tip-over bracket required on stoves manufactured after 1991. There will be a label on the oven frame.

ADDITIONAL INFORMATION:

1. All utilities must be operating at the time of the inspection.
2. If the water source is from a well, a report from a certified lab is required. Water must meet the standards set forth by the State of New Jersey Department of Environmental Protection.
3. By the issuance of the Certificate of Occupancy, neither the Township of Ocean nor any of its employees or offices assume any liability, neither expressed or implied in connections therewith.
4. Before a Certificate of Occupancy is issued, a check for open permits on the premises will be conducted by the Building Department.