

CERTIFICATE OF OCCUPANCY CHECKLIST

BOROUGH OF MANASQUAN PROPERTY MAINTENANCE CODE ORD.

INSPECTORS			Frank F. DiRoma	732 223-0544 ext.328			
			Ray Claudio	DATE			
			Ed Mack				
ITEM	PASS	FAIL		ITEM	PASS	FAIL	
1			EXTERIOR SANITATION	39			Sump pumps can not drain into sewer
2			Grading & drainage no standing water	40			Sump pumps can not drain into street
3			Driveways to be defined, maintained	41			Windowless bathrms. Req exhaust fans
4			Sidewalks tripping hazards	42			All bedrms. Require min. (2) outlets
5			Infestation of insects or rodents	43			Bedrooms Occupancy
6			Siding & roofing damaged or missing				60 sq.ft. (1) Occupant
7			Paint peeling or bare wood/metal				80 sq.ft. (2) Occupants
8			Windows operable, broken				120 sq.ft. (3) Occupants
9			Window screens holes or tears				150 sq.ft. (4) Occupants
10			House address numbers 4" high	44			Sleeping rms. Shall not constitute the
11			Handrails graspable 1"-2" dia. 4+ risers				only means of access to other sleeping
12			Guard rails gaps no more than 4"				rooms or habitable spaces
13			Foundation no structural damage	45			Beds are <u>NOT</u> permitted in Kit/Lv. Areas
14			Tall grass and weeds	46			Bedrm. Doors must be min. 28"w 6'-6"ht
15			Sanitary Sewer caps on clean outs	47			Bedrm. Egress window sill ht max 44"ht.
			mushroom type & elbows vents 3'ht	48			Bedrm. Egress window min. opening
16			Water meter reader mounted exterior				min. ht. 24" & width 20" or greater
17			Gas meters along driveway protected	49			Living space above the garage, garage
18			Maintain exterior property				ceiling must have min. (2)5/8" fire code
19			INTERIOR MUST BE CLEAN				sheetrock, all penetrations ceiling &
20			Smoke Detector 10 yr. sealed battery				walls must sealed with fire rated caulk
21			Carbon Mon. Detector bedrm. Level				
22			Kitchen stoves must be tip proof & clean	50			Decks and Porches structurally sound
23			GFI outlets in all wet areas,Kit, bath,exterior	51			Basements/Attics clean no debris
24			Fire Ext. <u>mounted</u> within 10' of kit.	52			Flue pipes for Heat/water heater must
			10lbs Recom. Model 2A:10B:C with hose				be properly vented to exterior
25			Sinks & vanities free of cracks	53			Bedroom egress door blocked
26			All Plumbing Fixtures in working order	54			Trash/Recycling cans labeled
			hot/cold water, no leaks no dripping				with house address must have lids
27			Broken cabinets or vanities	55			Close in Stair Risers
28			Water stains & Holes on walls or ceiling	56			Fascia & Rake Boards secured & painted
29			Broken doors and working door knobs	57			Gas Appliances prohibited in bath & bed.
30			Broken or torn furniture	58			Clothes Dryers vented to the exterior
31			Rotting floors, torn or stained carpet	59			All Appliances no visible rust
32			Mattresses must be clean & not torn	60			All utilities must be operable
33			Interior walls provide paint if needed	61			Gutters to be operational and secured
34			Water heater relief valve aim towards	62			No Boats, trailers or RVs in driveway
			ground to within 6"	63			No Visible Rust on vents & baseboards
25			Basement stairs handrails & guardrails	64			ALL OPEN PemitS must be CLOSED OUT
36			NO Extension cords or wiring				
			exposed and tripping hazards				
37			Lighting fixtures globes in place				
38			No Open electrical boxes or Plates				