



Borough of Maywood

Department of Code Enforcement

15 Park Avenue

Maywood, New Jersey 07607

Office (201) 845-2900 Ext. 4 Fax (201) 909-0673

Block: _____

Lot: _____

Continued Certificate of Occupancy

Date of Application: _____ Name of Applicant: _____

Address of Inspection: _____ Apt. # _____

Current property owners name: _____

Current property owners address: _____ Phone # _____

New Owner/Tenant Name: _____

Will new owner occupy this dwelling: (Yes/No) _____ If no supply: Phone # _____

If no, New Owners address _____

Open Permits: Yes ☐ No ☐ Permit # _____

Type of C.C.O requested: (please check one)

☐ One Family

☐ Two Family

☐ Per Dwelling Unit

☐ Commercial Structures Over 5000 sq. ft

☐ All other use groups

Amount Paid: _____

Check Number: _____

Items that need to be corrected

Certificate valid only when signed by Borough Official

Certificate # _____

This is a draft original certificate must be completed in office

Date Issued _____

Borough Official _____

This certifies that this structure is in compliance with the State Uniform Fire Code 5:70-4.19 (a-d) that regulates the installation of Smoke Detectors and Carbon Monoxide Detectors.

JAMES MAZZER
Construction Official

Cynthia Howard
Secretary



(201) 845-2900 ext. 4
Fax: (201) 909-0673

Lisa Schieli
Office Assistant

BOROUGH OF MAYWOOD

Building Department – Code Enforcement

15 Park Avenue, Maywood, NJ 07607-2015

www.maywoodnj.org

CHECK LIST FOR C.C.O. INSPECTIONS IN MAYWOOD

The following list is only a guideline and should not be considered all-inclusive. If any of the items listed below are not completed a CCO will not be issued.

1. Interior handrails must be in place and secured tightly to walls. Handrails are required for any stair 3 risers or more or in excess of 24" in height. (Including attic & basement stairs) Railings must also be installed at exterior stairs having 3 risers or more and must comply with code. Wood temporary railings will not be accepted. Railings must meet Code. **3**
2. One smoke detector to be installed on every level including basements and walk up attics (**not in staircases**) as per Uniform Fire Code.
3. **Carbon Monoxide** detectors are required in all residential dwellings and must be installed within 10 feet of all bedrooms. If there are bedrooms on both floors then two (2) CO detectors are required.
4. Deadbolt or exit/entry lock on front door may **NOT** be keyed both sides.
5. Main electric panel may not have any open slots where circuit breakers may have been removed.
6. Traps must be in place on all sinks, toilets, baths and showers.
7. Gas valves must be in place at all appliances i.e.: water heater, boiler etc. Gas lines not attached to any appliances must be capped off.
8. Base of chimney around smoke pipes must be sealed. Smoke pipes from boiler and water heater must be screwed at all joints to prevent separation.
9. Verify permits and **FINAL** inspections were made for any construction work, replacement of water heater or boiler that may have been installed.
10. Ground fault outlets (GFI) are required in all **family dwellings**.
11. ~~Sump pumps must discharge to the exterior of dwelling and may not be connected to the house sewer system.~~
12. All shrubs, hedges, or other plant life growing within 10 feet of any roadway and within 25 feet of the intersection of two roadways may not have a height of more than 3 1/2 feet.
13. The property maintenance code of the Borough of Maywood applies to the exterior of all one family dwellings, the interior and exterior of a one family non-owner occupied dwelling and all two family dwellings.
14. Fire Extinguishers are required in all dwellings and must be rated for residential use and consisting of type ABC extinguishing agent, no larger than 10 pounds and mounted within 10 feet of the Kitchen area.