

CERTIFICATE OF OCCUPANCY CHECKLIST

Aug. 2016

BOROUGH OF MANASQUAN PROPERTY MAINTENANCE CODE ORD.

INSPECTORS		Frank F. DiRoma	732 223-0544 ext.328
		Scott Loftus	DATE
ADDRESS		Ed Mack	OWNER

ITEM	PASS	FAIL	DESCRIPTION	ITEM	PASS	FAIL	DESCRIPTION
1			EXTERIOR SANITATION	38			Sump pumps can not drain into sewer
2			Grading & drainage no standing water	39			Sump pumps can not drain into street
3			Driveways to be defined, maintained	40			Windowless bathrms. Req exhaust fans
4			Sidewalks tripping hazards	41			All bedrms. Require min. (2) outlets
5			Infestation of insects or rodents	42			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	43			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	44			Beds are NOT permitted in Kit/Lv. Areas
14			Tall grass and weeds	45			Bedrm. Doors must be min. 28"w 6'-6"ht
15			Sanitary Sewer caps on clean outs	46			Bedrm. Egress window sill ht max 44"ht.
			mushroom type & elbows vents 3'ht	47			Bedrm. Egress window min. opening
16			Water meter reader mounted exterior				min. ht. 24" & width 20" or greater
17			Gas meters along driveway protected	48			Living space above the garage, garage
18			Maintain exterior property				ceiling must have min. 5/8" fire code
19			INTERIOR must be clean				sheetrock, all penetrations ceiling &
20			Smoke/carbon det. On all floors				walls must sealed with fire rated caulk
21			Kitchen stoves must be tip proof & clean	49			Decks and Porches structurally sound
22			GFI outlets in all wet areas, Kit, bath, exterior	50			Basements/Attics clean no debris
23			Fire Ext. mounted within 10' of kit.	51			Flue pipes for Heat/water heater must
			10lbs or less. 2A:10B:C with hose				be properly vented to exterior
24			Sinks & vanities free of cracks	52			Bedroom egress door blocked
25			All Plumbing Fixtures in working order	53			Trash/Recycling cans address labeled
			hot/cold water, no leaks no dripping				with house address
26			Broken cabinets or vanities	54			Close in Stair Risers
27			Water stains & Holes on wall or ceiling	55			Fascia & Rake Boards secured & painted
28			Broken doors and working door knobs	56			Gas dryer prohibited in bath & bedrms.
29			Broken or torn furniture	57			Clothes Dryers vented to the exterior
30			Rotting floors, torn or stained carpet	58			All Appliances no visible rust
31			Mattresses must be clean & not torn	59			All utilities must be operable
32			Interior walls provide paint if needed	60			Gutters to be operational and secured
33			Water heater relief valve aim towards	Item	Comments		
			ground to within 6"				
34			Basement stairs handrails & guardrails				
35			Extension cords or wiring				
			exposed and tripping hazards				
36			Lighting fixtures globes in place				
37			Open electrical boxes	APPROVED		NOT APPROVED	