



**RESIDENTIAL PROPERTY INSPECTION GUIDESHEET
CITY OF SUMMIT
DEPARTMENT OF COMMUNITY SERVICES**

(908) 273-6408
One or Two Family

KEY

PMC =	Property Maintenance Code	NJHC =	New Jersey Housing Code
DRO =	Development Regulations Ordinance (zoning)	SRGO =	Summit Revised General Ordinances
(*) = a permit may be required; contact Department of Community Services at (908) 273-6408			

1. EXTERIOR

- _____ a. *Sidewalks in need of replacement at the street, front walk, side, rear [see paint markings].
Chapter 18-5, S.R.G.O.
- _____ b. Remove obstructions overhanging/protruding onto City sidewalks.
Chapter 15-6.1b.1.(b) PMC
- _____ c. *Curbs-driveway apron in need of replacement [see paint markings]. *Chapter 18-2, S.R.G.O.*
- _____ d. Remove/re-arrange fencing and/or trim landscaping at the corner of the lot to provide a clear sight triangle [see sketch]. *Chapter 15-6.1b.1.(f) PMC*
- _____ e. Repair or replace the front entrance steps and/or porch, and/or railings on the front/side/rear. *Chapter 15-6.1b.1(j) PMC; Section 10.2, NJHC*
- _____ f. Provide a 48" high fence and/or self-closing and self-latching gate around the swimming pool.
Chapter 17-5, S.R.G.O.
- _____ g. Remove the recreational vehicle and/or trailer from the property or store within an enclosed garage. *Sections 7.15-3 and 5.15-5e, D.R.O.*
- _____ h. Provide permanent house number at least 3" in height and visible from street. *Chapter 14-2, S.R.G.O.*
- _____ i. Construction without a permit: _____
- _____ j. Other: _____

2. INTERIOR

- _____ a. Install working smoke detectors outside of each separate sleeping area in the vicinity of the bedrooms (within 10' of bedroom door), and on each level of the house, including the basement, but not in unheated attic [see sketch]. *Section 7.14c, D.R.O.; 15-6.1 PMC*
- _____ b.* Remove the sump pump discharge from the sanitary sewer and route directly outside.
Chapter 25-2.4, S.R.G.O.; Chapter 15-6.1b.1(h), PMC
- _____ c.* Replace the defective flue pipe and cement the chimney connection at the furnace and hot water heater. *Chapter 15-6.1b.1.(i), PMC*
- _____ d. Provide handrails, between 34 inches and 38 inches above the stair tread nosing, on at least one side of the stairway(s) at the basement-1st-2nd-3rd floor(s). *Chapter 15-6.1, PMC.*
- _____ e. Install a guardrail on the open side of the basement-1st-2nd-3rd floor stairs.
Chapter 15-6.1, PMC.
- _____ f.* Correct the building, plumbing, electrical and fire hazards listed below:
- _____ g. Correct the zoning violation(s) noted below:

Residential inspections are conducted only upon receipt of a completed application and payment of the required fee. Appointments are offered for initial inspections on Tuesday and Thursday mornings between 9:00 and 11:30, and Wednesday afternoons between 11:00 and 2:30. All open construction permits must be inspected and closed out prior to issuance of a Zoning Certificate of Occupancy.

Please note important information regarding smoke detectors on the reverse side of this guidesheet. Testing of smoke detectors and a pre-check of the items listed here will ease the process of obtaining your Z.C.O.

WHERE TO LOCATE ALARMS:

Alarms are to be located on every level of a residence, (basement, first floor, second floor) excluding crawl spaces and unfinished attics, and in every separate sleeping area, between sleeping areas and living areas such as the kitchen, garage, basement or utility room. In homes with only one sleeping area on one floor, an alarm is to be placed in the hallway outside the bedrooms as shown in Figure 1. In single floor homes with two separate sleeping areas, two alarms are required outside each sleeping area as shown in Figure 2. In multi-level homes, alarms are to be located outside sleeping areas and at every finished level of the home as shown in Figure 3. Basement level alarms are to be located in close proximity to the bottom of the basement stairwells as shown in Figure 4.

WHERE NOT TO LOCATE ALARMS:

To avoid false alarms and/or improper operation, avoid installation of smoke alarms in the following areas:

- Kitchen-smoke from cooking may cause a nuisance alarm.
- Bathrooms-excessive steam from a shower may cause a nuisance alarm.
- Near forced air ducts-used for heating or air conditioning-air movement may prevent smoke from reaching alarm.
- Near furnaces of any type-air and dust movement and normal combustion products may cause a nuisance alarm.
- The 4 inch "Dead Air" space where the ceiling meets the wall, as shown in Figure 5.
- The peak of an "A" frame type of ceiling "Dead Air" at the top may prevent smoke from reaching alarm.

FURTHER INFORMATION ON ALARM PLACEMENT:

For further information about alarm placement consult the National Fire Protection Association's Standard No. 72-2007, titled "Household Fire Warning Equipment." This publication may be obtained by visiting www.nfpa.org

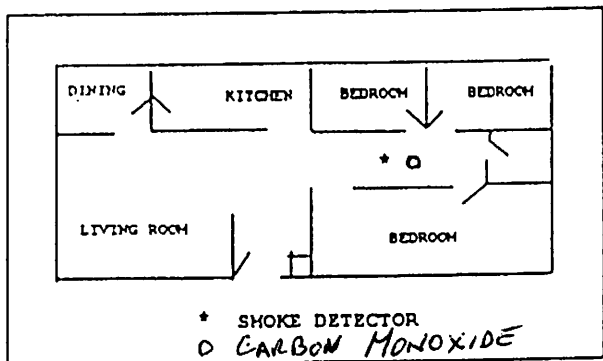


Figure 1

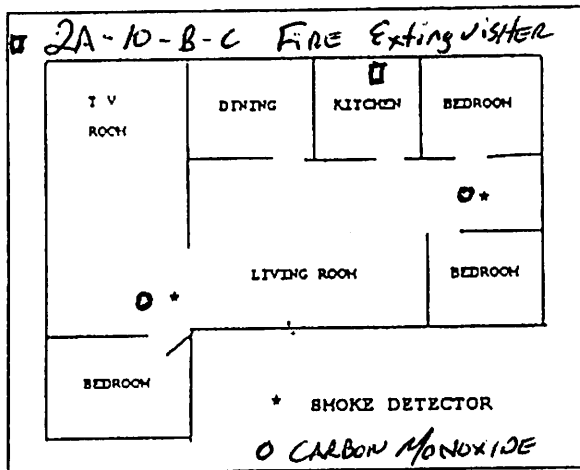


Figure 2

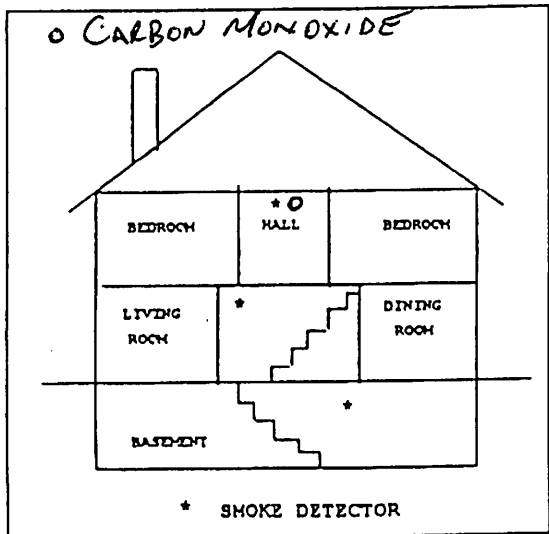


Figure 3

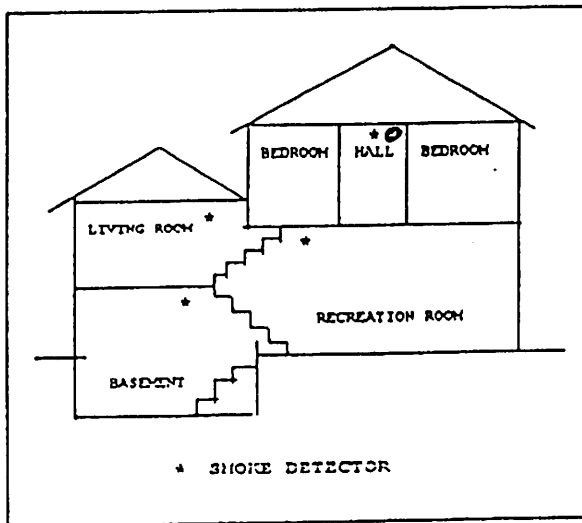


Figure 4

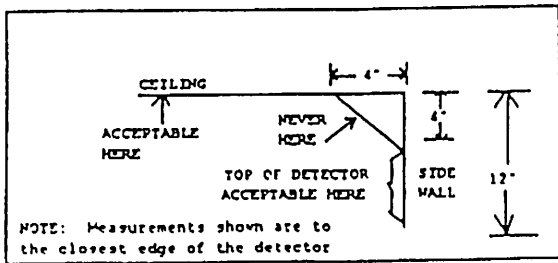


Figure 5

ANNOUNCING NEW STATEWIDE CARBON MONOXIDE DETECTOR REGULATIONS!

Effective Monday, April 7th, new state rules take effect requiring homeowners to install carbon monoxide detection in their homes:

① In conjunction with an application for a Zoning C.O. for the sale or rental of a 1-or-2-family dwelling or townhouse;

— or —

② In conjunction with a construction permit for any repair, alteration renovation or addition to a dwelling unit or townhouse.

HOW TO COMPLY WITH THE NEW RULES:

If you determine you must comply with the requirements:

- ① A minimum of one detector must be installed in each sleeping area**
 - ② The detector may be battery-operated, hard-wired or plug-in type**
 - ③ Install the detector on the ceiling or wall in accordance with the manufacturer's instructions**
 - ④ Bedrooms on different levels, or separated by non-sleeping rooms, are considered separate sleeping areas**
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Questions or comments? Call Community Services at (908) 273-6408



IMPORTANT NOTICE

TO REALTORS, BUYERS AND SELLERS CONCERNING NEW STATEWIDE FIRE EXTINGUISHER REQUIREMENTS!

EFFECTIVE JANUARY 10, 2006, THE CITY OF SUMMIT WILL BE REQUIRING THE INSTALLATION OF AT LEAST ONE PORTABLE FIRE EXTINGUISHER IN ALL ONE-AND-TWO-FAMILY DWELLINGS AT THE POINT OF SALE OR CHANGE IN TENANCY IN ACCORDANCE WITH THE FOLLOWING PROVISIONS:

- ❶ The extinguisher shall be listed, labeled, charged and operable
- ❷ The extinguisher shall be no smaller than 2A:10B:C, rated for residential use and weigh no more than 10 pounds
- ❸ Hangers or brackets supplied by the manufacturer must be used
- ❹ The extinguisher must be located within 10 feet of the kitchen
- ❺ The top of the extinguisher must be not more than 5 feet above the floor
- ❻ The extinguisher must be visible, accessible and not blocked
- ❼ The extinguisher must be near a room exit or travel path
- ❽ The extinguisher must be accompanied by an owner's manual or other acceptable written information regarding operation and maintenance
- ❾ The extinguisher must be installed with the operating instructions clearly visible

PLEASE NOTE THAT THIS IS A STATEWIDE REQUIREMENT ADOPTED BY STATE STATUTE AND REQUIRED IN ALL COMMUNITIES