

TOWNSHIP COMMERCIAL  
HOUSING & ZONING OFFICE  
856-785-3100 EXT. 320

Updated 11/30/15

## Requirements for a continuing certificate of occupancy in Commercial Township.

1. Handrails on all stairways with three or more risers. Guardrails on all porches or raised deck 30" or more in height.
2. No broken windows or doors, must function properly
3. All switch plates and receptacle covers in place
4. All light fixtures in place with shades- no bare wires.
5. No holes in walls or other structure damage
6. Smoke detector on all levels within 10 feet from bedroom doors and in all bedrooms
7. Exterior damage or roof leaking
8. Breaker panel wiring and no missing breakers
9. Hot and cold running water
10. Flushing toilet
11. Heater working
12. Mounted fire extinguisher –ABC type within 10 feet of kitchen.
13. Four inch white post next to driveway 3 feet tall with 3 inch reflective house number on two sides and numbers under light by front door
14. Carbon monoxide detector in hallway within 10 feet of bedroom doors.
15. No trash, motor vehicles or other debris in yard
16. All utilities must be on at time of inspection
17. Bathroom must have window or exhaust fan
18. Water heater relief valve extension within 2" to 6" from floor
19. No flaking paint or stains on interior finishes
20. Water Certificate from the Cumberland County Health Dept.  
(309 Buck St., Millville, 856-327-7602)
21. No double keyed deadbolts on doors.
22. Receptacles within 3 feet of sinks must be GFI protected.

### **Inspection Fee: (Must be paid in advance)**

\$ 75 (seventy five) for resale of properties

\$ 40.00 (forty) for each re-inspection performed

\$ 100.00 (one hundred) for rental properties annually      Re-inspection \$40.00