

# THE BOROUGH OF DEMAREST

118 SERPENTINE ROAD  
DEMAREST, N.J. 07627-2199

(201) 768-0167  
(201) 768-2581 FAX

## APPLICATION FOR CONTINUED CERTIFICATE OF OCCUPANCY FOR SINGLE AND MULTI - FAMILY HOMES

Date Received: \_\_\_\_\_ CCO NO: \_\_\_\_\_

Name of Seller: \_\_\_\_\_ Phone No: \_\_\_\_\_

Property Location \_\_\_\_\_

Agents Name & No. \_\_\_\_\_ Date of Closing \_\_\_\_\_

House Construction Type (check one) Ranch \_\_\_\_\_ Two Story \_\_\_\_\_ Split \_\_\_\_\_  
Bi-Level \_\_\_\_\_ Contemporary \_\_\_\_\_ Colonial \_\_\_\_\_

Number of Kitchens \_\_\_\_\_ Baths \_\_\_\_\_ Bedrooms \_\_\_\_\_

Smoke Detector Location: 2<sup>nd</sup> Level up \_\_\_\_\_ 1<sup>st</sup> Level up \_\_\_\_\_ Main Floor \_\_\_\_\_  
First Level Down \_\_\_\_\_ Carbon Monoxide Detector outside bedrooms \_\_\_\_\_

Name and number of People in Family presently residing at premise:  
\_\_\_\_\_

Name and number of People in Family after sale include telephone no. & address of  
buyer, who will be occupying premises. \_\_\_\_\_

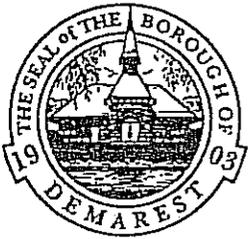
I (WE ) Hereby certify that I (WE) have read this application thoroughly agree to  
conform with the provision of Ordinance # 876 of the Borough of Demarest.

\_\_\_\_\_  
Signature of Seller/ or Power of Attorney

Receipt No. _____	Construction Official _____
Check No. or Cash _____	Date Signed _____
Date Received _____	*****
Collected By _____	Real Estate Name _____
	Agent _____
	Address _____
	Phone No. _____

**Please make 2 checks payable to:**  
The Borough of Demarest  
\$75.00 for Building & \$40.00 for Fire Inspections

Inspection Date & Time \_\_\_\_\_ Fire \_\_\_\_\_ Building \_\_\_\_\_



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## Homeowner Check List for Continued Certificate of Occupancy ReSale Inspections

This is provided to **POSSIBLY** prevent re-inspection.  
These are the most frequent violations, which are found there may be other items  
at your location that are not referenced here

Smoke Detectors	One on each level including walk-up attic and basement <b>NOTE:</b> If additional bedrooms are located in separate area of home additional smoke and carbon monoxide detectors are required.
Carbon Monoxide Detectors	At least one detector must be installed within 10' of bedroom area.
Fire Extinguisher	Located within 10 feet from kitchen cooking appliance. ABC 2 1/2 pound
Handrails	<b>Any &amp; all</b> steps with more than two (2) risers must have at least one (1) handrail installed with a banister. (decks, porches, basements, walk-up attics)
Step Risers	These must be enclosed absolutely no openings underneath steps.
Bedroom Egress	Bedroom windows must operate properly.
House Number	Visible from street.
Hydrant Access	If one is on your property make sure it is visible & not blocked.
Property Maintenance	Property area to be neat and clean no excessive debris or overgrown shrubs.

**ALL INSPECTIONS SHOULD BE SCHEDULED AT LEAST TWO WEEKS PRIOR TO CLOSING**