

TOWNSHIP OF CHESTERFIELD

295 Bordentown-Chesterfield Road

Chesterfield, New Jersey 08515

PHONE - 609-298-2311 – ext.140

FAX - 609-298-0469

APPLICATION FOR CERTIFICATE OF INSPECTION

Rental (\$25.00) _____

Resale (\$50.00) _____

PROPERTY TO BE INSPECTED: _____

PHYSICAL ADDRESS: _____ BLOCK: _____ LOT: _____

OWNER'S NAME: _____

ADDRESS: _____

DAYTIME PHONE: _____

NAME OF BUYER OR TENANT: _____

SETTLEMENT OR LEASE DATE: _____

CONTACT PERSON FOR INSPECTIONS: _____

DAYTIME PHONE: _____ EMAIL: _____

For Township Use Only

Paid: Check # _____

Cash _____

Received: _____

CERTIFICATIONS RECEIVED:

HEATER _____

HEATER CHIMNEY _____

FIREPLACE/WOODSTOVE _____

FIREPLACE CHIMNEY _____

WATER _____

INSPECTION DATE AND TIME:

LOCK BOX# _____

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**CERTIFICATE OF INSPECTION
WATER TEST CERTIFICATION**

PROPERTY ADDRESS: _____

BLOCK: _____ LOT: _____

PRESENT OWNER: _____

NEW OWNERS OR TENANTS: _____

DAYTIME PHONE #: _____

I / we, the prospective buyers / tenants of the above named property have been made aware of the results of the water test that was performed on the property.

Date

signature of buyer/tenant

Witness

signature of buyer/tenant

Receipt for payment:
Amount Rec'd: _____
Check#: _____ cash _____

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INSPECTION DATE & TIME:
_____ @ _____

**REQUIREMENTS FOR CERTIFICATE OF INSPECTION
RESALES OR RENTALS**

1. A physical inspection of the property must be scheduled. Requests for inspections may be made by calling the phone number listed above. You may call anytime and leave your request on the voice mail.
2. A list of violations and necessary repairs will be provided to you. Once you have made the required repairs, a re-inspection is required. This re-inspection is included in the original fee. If additional inspections are required, there is a \$25.00 fee per inspection.
3. Smoke detectors and carbon monoxide detectors will be tested by the Township Inspector during the physical inspection of your property, unless you have a monitored system. In that case, you must provide certification from the monitoring agency that your system is operating correctly.
4. **The following certifications are required in order to receive a Certificate of Inspection. Original certifications are required.**

- **Certification that your heater is operating correctly.**
- **Certification for your heater chimney.**
- **Certification for any wood burning fireplaces or woodstoves.**
- **Certification for fireplace or woodstove chimneys.**
- **If the property is serviced by well water, you must have the water tested by a certified testing agency, and the buyer or tenant must certify that they have been made aware of those test results. (A form is attached which can be used for this purpose.)**

All violations must be corrected and re-inspected and all certifications must be received in order to process the Certificate of Inspection. When all requirements have been met, three (3) business days are needed to generate the Certificate. Please allow yourself enough time prior to closing.

On the back of this page you will find a cost of the “Most Common Violations” that are found during property inspections.

THE FOLLOWING IS A LIST OF THE MOST COMMON VIOLATIONS THAT ARE FOUND DURING THE PHYSICAL INSPECTION OF YOUR PROPERTY. THIS LIST IS BEING PROVIDED TO GIVE YOU A “HEAD START” ON REPAIRS THAT WILL BE REQUIRED. **THESE ARE NOT THE ONLY ITEMS THAT ARE BEING INSPECTED.**

- The house must contain a visible 2 ½ - 10 lb. ABC fire extinguisher, which must be hung a maximum of 60” from the floor and a maximum ten feet (10’) from the kitchen.
- Carbon monoxide detectors in the vicinity of the bedrooms.
- Gutters and downspouts that are broken or missing.
- Screens in need of repair.
- Cracked and/or peeling paint on the exterior of the house and/or outbuildings.
- Decks and/or porches in need of repair.
- Replace or re-nail siding.
- Outside outlets must be GFI protected.
- Accessory buildings in need of repair.
- Trash or rubbish on the property.
- Broken windows.
- House number must be visible on the front of the house or on the mailbox at the street.
- Smoke detectors must be on each floor of the house and operable.
- All outlets within six (6) feet of the kitchen sink must be GFI protected.
- Multiple gang outlets and extension cords are not permitted.
- All stairways must have guardrails and handrails.
- Halls and stairways must be lighted.
- Outlets in bathrooms and powder rooms must be GFI protected.
- All bathrooms and powder rooms must have at least one (1) GFI protected outlet.
- Holes in interior walls must be repaired.
- Heater and hot water heater must have safety blow-off valve within 6-8” of the floor.
- Washing machines must have three-prong outlets.
- Tub and shower tiles must be repaired.
- Leaking faucets must be repaired.
- There can be no open spaces in the electrical panel.