

BOROUGH OF OGDENSBURG  
14 HIGHLAND AVENUE  
OGDENSBURG NJ 07439  
(973) 827- 3444

APPLICATION FOR CERTIFICATE  
RESALE (CHANGE OF TITLE) OR  
FOR RENTAL (NEW TENANT)  
**FEE \$100.00**

RESALE \_\_\_\_\_  
RENTAL \_\_\_\_\_

DATE: \_\_\_\_\_

PRESENT OWNER: \_\_\_\_\_ PHONE: \_\_\_\_\_

PROPERTY LOCATION TO BE INSPECTED : \_\_\_\_\_  
\_\_\_\_\_

BLOCK : \_\_\_\_\_ LOT: \_\_\_\_\_  
\_\_\_\_\_

CONTACT NAME: PERSON TO CALL FOR INSPECTION:

Name: \_\_\_\_\_ PHONE: \_\_\_\_\_

ACTION:

\_\_\_\_\_ CERTIFICATE OF CONTINUED OCCUPANCY

\_\_\_\_\_ CERTIFICATE FOR CHANGE OF TITLE ONLY

No occupancy allowed

TENTATIVE CLOSING DATE: \_\_\_\_\_

NEW OWNER NAME : \_\_\_\_\_

NEW TENANT NAME : \_\_\_\_\_

OFFICE USE ONLY:

FEE PAID DATE: \_\_\_\_\_ CHECK : \_\_\_\_\_ CASH \_\_\_\_\_

RECEIVED BY: \_\_\_\_\_

CHECKS MADE PAYABLE TO : BOROUGH OF OGDENSBURG \$100.00 FEE

This serves notice that based on a general inspection of the visible parts of the building the below deficiencies were found. The deficiencies listed below must be abated before a certificate will be issued:

Re inspection date: \_\_\_\_\_

Inspector : \_\_\_\_\_

U – UNABATED VIOLATION UNCORRECTED  
A – ABATED VIOLATION CORRECTED

BOROUGH OF OGDENSBURG

14 Highland Avenue  
Ogdensburg, N. J. 07439-1254

Phone No.: 973-827-3444 Ext. 4

Fax No.: 973-827-9602

DETAILED REGULATIONS FOR  
SMOKE DETECTOR, CARBON MONOXIDE ALARM  
& FIRE EXTINGUISHERS

Before renting or closing the sale of a home, townhouse or condo located in the Borough of Ogdensburg, New Jersey, a Certificate of Continued Occupancy must be issued by the Fire Marshal of the Borough of Ogdensburg.

SMOKE DETECTOR AND CARBON MONOXIDE ALARM REGULATIONS

- All smoke detectors must be in proper working order and less than 10 years old per NFPA-72:29.7.8.2.5(5)(b).
- One smoke detector on each level including basement (excluding crawl space and unfinished attic).
- Smoke detector should be hall outside bedrooms or in bedrooms.
- If bedrooms are more than 25 feet apart, two (2) smoke detectors are needed.
- Smoke detectors can be either hard wired or battery operated.
- Carbon monoxide (CO) alarm must be in accordance with UL-2034.
- Carbon monoxide alarms shall be replaced when either the end-of-life signal is activated or the manufacturer's replacement date is reached. Alarms shall also be replaced when they fail to respond to operability tests per NFPA-720:8.7.2.
- Carbon monoxide alarm must be installed in the immediate vicinity of sleeping areas per NFPA-720 by authority of N.J.A.C. 5:70-4.19.

FIRE EXTINGUISHER REGULATIONS

- At least one (1) portable fire extinguisher shall be installed (mounted) in all one and two-family dwellings (except seasonal rental units), townhouse, condo or rentals upon change of occupancy.
- The extinguisher shall be listed, labeled, charged and operable;
- The extinguisher must be rated for residential use consisting of an A:B:C type.
- Gross weight should be at least 2 ½ lbs. but no larger than 10 lbs.
- The hangers or brackets supplied by the manufacturer must be used.

## FIRE EXTINGUISHER REGULATIONS - Continued

- Must be mounted within ten (10) feet of the kitchen unless otherwise permitted.
- The extinguisher must be near a room exit or travel path that provides an escape route to the exterior.
- The top of the extinguisher must be no more than five (5) feet above the floor.
- The extinguisher must be visible and in a readily accessible location, free from being blocked by furniture, storage or other items.
- The extinguisher must be accompanied by an owner's manual or written information regarding the operation, inspection and maintenance of the extinguisher.
- The extinguisher must be installed with the operating instructions clearly visible.

New fire extinguishers are not required to be serviced and tagged as long as the seller or agent can provide proof of purchase or receipt.

The Legislature amended and enacted P.L. 1991, c. 92 (C52:27D-198.1). This act was signed into law on April 14, 2005 with an effective date of November 1, 2005.

Applications for Certificates of Continued Occupancy can be obtained at the Ogdensburg Borough Hall. Inspection fee is \$100.00 and Certificates are good for six (6) months.

**BOROUGH OF OGDENSBURG  
14 HIGHLAND AVENUE  
OGDENSBURG NJ 07439  
(973) 827 3444 X 226**

WATER DEPARTMENT  
REGINA FLAMMER UTILITY COLLECTOR  
MARIA MASCUCH OFFICE ASSISTANT

DATE: \_\_\_\_\_

**REQUEST FOR A FINAL WATER 2 DAYS NOTICE NEEDED (NO WEEKENDS)**

CURRENT OWNER: \_\_\_\_\_  
PROPERTY LOCATION ADDRESS: \_\_\_\_\_  
CURRENT OWNER PHONE: \_\_\_\_\_  
EMAIL : \_\_\_\_\_

CONTACT NAME IF OTHER THAN CURRENT OWNER:

NAME: \_\_\_\_\_  
PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

CLOSING DATE: \_\_\_\_\_ OR TENANT OCCUPY DATE: \_\_\_\_\_

NEW OWNER : \_\_\_\_\_ OR  
NEW TENANT: \_\_\_\_\_  
PHONE : \_\_\_\_\_

SELLERS ATTORNEY NAME: \_\_\_\_\_  
SELLERS ATTORNEY ADDRESS: \_\_\_\_\_  
PHONE: \_\_\_\_\_  
EMAIL: \_\_\_\_\_ FAX: \_\_\_\_\_

IF SENDING FINAL BILL TO OTHER THAN SELLERS ATTORNEY (STATE BELOW)

NAME : \_\_\_\_\_  
PHONE: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_  
FAX: \_\_\_\_\_