

**BOROUGH OF KEANSBURG, NEW JERSEY
CERTIFICATE OF HOUSING INSPECTION APPLICATION**

Application #		Address to Inspect:		Application Date:	
Owner(s) and/or Sellers (Circle One)			Buyer(s) and/or Occupant(s)		
Name(s):			Name(s):		
Address:			Address:		
City, State, Zip:			City, State, Zip:		
Telephone:			Telephone:		
Agent's Name			Number of bedrooms		Total # of rooms:
Address:			Adult Name(s):		
Single Family ()	Two Family ()	Three or More ()	Adult Name(s):		
Use Group Code:			Child Name & DOB:		
Special Instructions:			Child Name & DOB:		
			Child Name & DOB:		

ADMINISTRATIVE CODE 11-4

No owner shall lease, rent or otherwise allow the occupancy of any unit or rental dwelling space within the Borough of Keansburg nor shall any person occupy any unit without first securing a Certificate of Inspection for said occupancy.

Upon filing an application for such Certificate of inspection, the Borough of Keansburg shall cause such unit to be inspected by a municipal inspector designated whose findings for such unit must indicate that the unit meets the standards provided by law in the interests of public safety, health and welfare.

Upon the filing of an application for an inspection for the issuance for a Housing Certificate, the applicant shall pay the Borough a fee of \$75.00, which entitles the applicant to two inspections and an additional \$35 fee for smoke and carbon monoxide detector inspection. **The applicant shall schedule the required inspection PRIOR to the sale or occupancy of the unit.**

Additional inspections shall be made only after the payment of an additional \$20.00 fee for each inspection.

Any person who fails to comply with the requirements of this Code shall be subject to a fine of not less than \$50.00 and not more than \$1,000. or imprisonment for a period not to exceed 90 days, or both.

If this application is for a sale of property, by signing this application, the owner/agent is attesting that no adjoining property is owned by the same person that may require a formal sub-division prior to the sale of said land.

SIGNATURE OF OWNER OR AGENT REQUESTING INSPECTION

INSPECTION/ REINSPECTION DATE	INSPECTOR	INTERIOR			EXTERIOR		
		GOOD	FAIR	POOR	GOOD	FAIR	POOR
() App () Rej		GOOD	FAIR	POOR	GOOD	FAIR	POOR
() App () Rej		GOOD	FAIR	POOR	GOOD	FAIR	POOR
HEATING SYSTEM: () GAS () OIL () ELECTRIC () OTHER							
SMOKE ALARM: () YES () NO CARBON MONOXIDE () YES () NO				PLUMBING: () TUB () SHOWER () HOT WATER			

RENTAL LICENSE # _____

CERTIFICATE # ISSUED: _____

REPAIRS	Date of Inspection: _____	Exterior	Living Room	Dining Room	Kitchen	Bathroom	Hall	Bedroom 1	Bedroom 2	Bedroom 3				
	Address: _____													
	Post Street Number on building													
	Provide/repair garbage receptacles													
	Repair/replace sidewalk/service walk/driveway													
	Repair roof													
	Repair leader/gutter													
	Remove debris/garbage/weeds													
	Repair/paint siding/wood trim													
	Repair/paint soffits & eaves													
	Repair/scrape/putty/paint windows													
	Caulk windows and door frames													
	Repair/replace/weatherstrip/interior/exterior/door (s)													
	Provide/repair adequate illumination													
	Remove infestation/provide certificate of treatment													
	Repair/paint/walls/ceilings													
	Repair/replace/floor/covering													
	Provide/repair window locks													
	Repair/replace window/broken glass/cut cords													
	Install/repair/replace screens													
	Clean/repair/replace stove/oven													
	Clean/repair/replace sink/basin													
	Repair/replace faucet/leaks at stem													
	Repair/replace drain assembly													
	Clean/repair/replace tub/shower													
	Clean/repair/replace toilet													
	Repair switch/outlet/light fixture/ceiling globe													
	Provide/repair/replace smoke detector													
	Upgrade electric service													
	Install heat in <u>all habitable</u> rooms													
	Fire Extinguisher													
	Close all UCC permits													
	Must obtain Rental Registration													

The above violations were noted during the inspection. Unless written arrangements have been made, all items must be corrected PRIOR TO occupancy of the residence. If an item is unclear to you, please contact the Code Enforcement Office at 732-787-0215 for clarification. A reinspection is REQUIRED. If the second inspection fails, all additional inspections will cost \$20 each.