



**APPLICATION FOR TRANSFER OF TITLE  
 CERTIFICATE OF OCCUPANCY  
 BOROUGH OF LAVALLETTE  
 CHAPTER 17 OF THE BOROUGH CODE**

Name and Address of Owner(s) of the Property: \_\_\_\_\_  
 \_\_\_\_\_ Telephone \_\_\_\_\_

Street Address of Property: \_\_\_\_\_

Lavallette Tax Map Identification: Block \_\_\_\_\_ Lot \_\_\_\_\_ Qualifier \_\_\_\_\_

Name and Address of any Agent, Person, Firm, or Corporation Representing the Owner in this Sale:  
 \_\_\_\_\_  
 \_\_\_\_\_ Telephone \_\_\_\_\_

Name and Address of Proposed Purchaser(s) of this Property: \_\_\_\_\_  
 \_\_\_\_\_ Telephone \_\_\_\_\_

Number of Persons Intended to Occupy the Dwelling Unit Upon Sale: \_\_\_\_\_ Persons.

Total Sales Price of the Real Estate, Exclusive of any Sum Paid for Personal Property Included in the Sale: \_\_\_\_\_

**THE OWNER (S) CONSENT TO ANY NECESSARY INSPECTION OF THE PREMISES BEING MADE BY THE CONSTRUCTION OFFICIAL OR OTHER BOROUGH OFFICIAL REQUIRED TO FULFILL THE INTENT AND PURPOSE OF CHAPTER 21 OF THE CODE OF THE BOROUGH OF LAVALLETTE.**

Date of Application: \_\_\_\_\_ Signature: \_\_\_\_\_

I, \_\_\_\_\_, OWNER/AGENT OF THE ABOVE PROPERTY, DO HEREBY CERTIFY THAT THE HOT WATER AND/OR HEATING SYSTEM FOR THIS UNIT IS SAFE AND ADEQUATE.

I, \_\_\_\_\_, OWNER/AGENT OF THE ABOVE PROPERTY, DO HEREBY CERTIFY THAT THE FIREPLACE DAMPER AND FLUE MEET CODE REQUIREMENTS AND IS SAFE TO USE.

\_\_\_\_\_  
 (SIGNATURE OF OWNER/AGENT)

**CHECKS PAYABLE TO: BOROUGH OF LAVALLETTE  
 FEE PAYABLE UPON SUBMISSION OF THIS FORM  
 INSPECTION FEE: \$ 50.00  
 \$ 20.00 EACH ADDITIONAL UNIT**

-----FOR OFICAL USE ONLY-----

**Tax Office Confirmation of number of structures and use. This number does not give the number of units Legal Status.** \_\_\_\_\_ **Tax Collector** \_\_\_\_\_

## RESALE INSPECTION REQUIREMENTS

INSPECTION BY BUILDING OFFICIAL CONSISTS OF A VISUAL INSPECTION ONLY. IT IS NOT A THOROUGH, IN DEPTH STRUCTURAL INSPECTION OF THE STRUCTURE. A COMPLETE INSPECTION OF THE PROPERTY CAN BE OBTAINED FROM A REGISTERED HOME INSPECTION AGENCY.

1. General condition of lot and exterior of the structure.
2. Porch, deck, and stair condition (Note: Handrails required on stairways consisting of four or more risers - Guardrails required on all open sides of decks and stairways more than 30" above floor/grade level. Existing code requires guardrail design with maximum opening to be less than 4", Horizontal rails not permitted).
3. Smoke detectors required within 10' of any bedroom: minimum one detector each floor level (including basements) and can be battery operated (Minimum Requirements).
4. Acceptable electrical and plumbing systems.
5. Proper venting of heating equipment.
6. Safety relief valves on hot water heaters and boilers are required with the blow off line piped downward to within 6" of the floor. Sized full bore of valve discharge.  
(NO plastic piping)
7. Approved separation between attached garages and living areas, doors to be solid wood or metal.
8. General condition of interior of structure.
9. House numbers affixed to structure, visible from street, 3" high residential and 6" Commercial.
10. Form statement by seller or agent, verifying safe condition of water heater, furnace or boiler.
11. Chimney caps required on all fireplaces.

**THIS IS A GENERAL LIST OF POTENTIAL PROBLEM ITEMS. OTHERS MAY BE NOTED, ESPECIALLY IN NON-RESIDENTIAL STRUCTURES.**

5:70-4.19 Smoke detectors and portable fire extinguishers for one-and two- family dwellings; carbon monoxide detectors  
(e) At least one portable fire extinguisher shall be installed in all one-and two-family detached dwellings upon change of occupancy. For purposes of this section, "portable fire extinguisher" shall mean a portable device, carried and operated by hand, containing an extinguishing agent that can be expelled under pressure for the purpose of suppressing or extinguishing fire, and which is:

1. Listed, labeled, charged and operable;
2. No smaller than a 2 ½ -pound or larger than a 10-pound rated extinguisher;
3. Rated for residential use consisting of an ABC type;
4. On hangers, or in brackets supplied by the manufacturer;
5. Within 10 feet of the kitchen area, unless otherwise permitted by an enforcing agency;
6. Located with the top of the extinguisher not more than five feet (1.53 meters) above the floor;
7. Visible and in a readily-accessible spot, free from blocking by furniture, storage, equipment and other items,
8. Near a room exit or travel way that provides an escape route to the exterior;
9. Accompanied by an owner's manual or written information regarding the operation, inspection and maintenance of the extinguisher; and
10. Installed so the operating instructions shall be clearly visible.

(f) Exception: Portable fire extinguishers shall not be required for seasonal summer units. For purposes of applying this exception, "seasonal summer unit" shall mean a dwelling unit rented for a term of not more than 125 consecutive days for residential purposes by a person having a permanent residence elsewhere, but shall not include use or rental of living quarters by migrant, temporary or seasonal workers in connection with any work or place where work is being performed.