

TOWNSHIP OF MULLICA
CODE ENFORCEMENT OFFICE
(609) 561-7070 Ext. 133

GUIDELINE FOR MAINTENANCE CODE CERTIFICATE INSPECTION

ENVIRONMENTAL:

1. Sanitation – accumulation of rubbish and garbage.
2. Grading and drainage of property.
3. Insect and rodent harborage.

EXTERIOR OF STRUCTURE CONDITION:

1. Foundations – severe cracks or holes.
2. Exterior walls – rotten wood or holes, water penetration.
3. Exterior maintenance of structure – paint or siding.
4. Roofs – deteriorating shingles, leaks or dampness penetrating.
5. Drainage – gutters and drain pipes or proper roof slopes.
6. Stairs, landings, decks and railings – tight and sound.
7. Door hardware – exterior door hinges, locks and frame.
8. Exit doors – able to be operated easily.
9. Basement windows – protected against entry of rodents.

INTERIOR OF STRUCTURE CONDITION:

1. Structural members – floor joists to be structurally sound.
2. Interior stairs and railings – structurally sound and secure.
3. Floors – bathroom to be water proof, other floors to be sound.
4. Sanitation – clean and sanitary condition.
5. Insect and rodent harborage – in house, basement and crawl space.
6. Maintenance of interior – walls, ceilings counters, etc.
7. Kitchen – Must have an *approved listed and labeled 2A-10 BC* fire extinguisher, **NOT** more than 10lbs.

SANITARY AND HEATING REQUIREMENTS:

1. Sanitary facilities – sinks, toilets, baths, etc.
2. Water heater – proper working order.
3. Heating facilities – proper working order.
4. Septic system – Proper certification.
5. Well – Laboratory certified.

LIGHTING AND VENTILATION:

1. Natural light – at least one window per habitable room.
2. Electrical outlets and wall switches – must be functional and have cover plates.
3. GFI – Kitchen and bathroom.
4. Ventilation – windows must be operable or other adequate venting.
5. Smoke detectors – must be functional – one (1) for each level.
6. Carbon monoxide detectors – must be functional – one (1) for each level within 10' of sleeping area.
7. Ceiling fixtures – must be properly attached or cover plates.

Note: Above requirements may be added to by discretion of inspector if applicable. Upon the discretion of the code inspector, a conditional Certificate of Occupancy may be granted with the provisions that the necessary minor violations be corrected within 90 days of the sale of the property.

OFFICE OF THE MUNICIPAL CLERK
PO BOX 317
ELWOOD NEW JERSEY 08217

LANDLORD TENANT REGISTRATION
STATEMENT PURSUANT TO N.J.S. 46:8-27

PROPERTY ADDRESS: _____

NAME OF OWNER: _____

ADDRESS: _____

_____ PHONE NUMBER: _____

EMAIL ADDRESS: _____

NAME OF AGENT/MANAGER: _____

ADDRESS: _____

_____ PHONE NUMBER: _____

EMAIL ADDRESS: _____

PERSON TO CONTACT IN EMERGENCY: _____

PHONE NUMBER: _____ EMAIL ADDRESS: _____

NAME OF MORTGAGE HOLDER: _____

ADDRESS: _____

PHONE NUMBER: _____ EMAIL ADDRESS: _____

OWNER SIGNATURE

DATE:

RECEIVED: _____	CLERK: _____
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