



**APPLICATION FOR SMOKE DETECTOR,
CARBON MONOXIDE DETECTOR, AND
FIRE EXTINGUISHER COMPLIANCE
AND
CERTIFICATE OF CONTINUED OCCUPANCY**

BOROUGH OF MANVILLE
325 NORTH MAIN STREET
MANVILLE, NEW JERSEY 08835

OWNER IN FEE: _____ DATE: ____/____/____

ADDRESS OF OWNER: _____

PHONE NUMBER: (____) - _____ - _____

BLOCK: _____ LOT: _____ PROPERTY LOCATION: _____

ATTORNEY NAME: _____

The Structure is used as a: ADDRESS: _____

() Single Family Dwelling _____

() 2-Family Dwelling PHONE NUMBER: _____

() Multi-Family - (____) Units DATE OF CLOSING: ____/____/____

() Other: _____ NAME OF BUYER: _____

I am the true owner and deed holder of the above-mentioned property. I further certify that the information contained herein is true and correct. I understand that any false statements will result in the revocation of the certificate(s) and may result in the issuance of penalties up to \$ 500.00.

SIGNATURE: OWNER / AGENT

(The Owner / Agent must make an appointment for this inspection by calling (908) 725-9478 Ext. 117)

FEES: PLEASE MAKE CHECKS PAYABLE TO: BOROUGH OF MANVILLE

FEE FOR CCO INSPECTION AND CERTIFICATE: - \$ 50.00

FEE FOR SMOKE DETECTOR / CARBON MONOXIDE / FIRE EXTINGUISHER CERTIFICATE:

PLEASE REFER TO ATTACHED FORM / FEE SCHEDULE FOR THE APPLICABLE FEE.

CHECK #: _____ CASH: _____ TOTAL AMOUNT PAID: \$ _____

COMMENTS: _____

INSPECTION: () - PASSED () - FAILED INSPECTION DATE: ____/____/____

REINSPECTION: () - PASSED () - FAILED REINSPECTION DATE: ____/____/____

HOUSING OFFICER

FIRE MARSHAL

BOROUGH OF MANVILLE
BUREAU OF FIRE PREVENTION

325 NORTH MAIN STREET, MANVILLE, NJ 08835
PHONE: (908) 725-9478 Ext. 112 • FAX: (908) 725-2471



Office of the Fire Marshal, Patrick A. Renaldi

Date: June 8, 2009

To: Property Owners/Estate/ Real Estate Agents

Re: Change in Ordinance 1076-14 Certification of Smoke Detector/Carbon Monoxide Detector Compliance

Please be advised that a change in Borough of Manville Ordinance 1076-14 for fees established for Certification of Smoke Detector/Carbon Monoxide Detector Alarm Compliance (CSDCMAC) inspections are as followed:

1. Requests for CSDCMAC **received more than 10 business days** prior to the change of Occupant is \$ 45.00
2. Requests for CSDCMAC **received four (4) to ten (10) business days** prior to the change of Occupant is \$ 75.00
3. Requests for CSDCMAC **received fewer than four business days** prior to the change of Occupant is \$ 125.00
4. Re-inspection fee for CSDCMAC shall be twenty dollars (\$ 20.00)

Note: Fire extinguisher inspection is still part of Certification of Smoke Detector/Carbon Monoxide Alarm Compliance as required per Borough Ordinance 1076-15 and The State of New Jersey Uniform Fire Code.

Borough of Manville Bureau of Fire Prevention

Instructions for Smoke & Carbon Monoxide Detector/Portable Fire Extinguisher Inspections

Why must I have an Inspection before selling my Home?

1. To ensure the smoke detectors installed when your home was originally built in place and properly operating or,
2. To provide a minimum of battery operated smoke detectors in homes built before smoke detectors were required (1977).
3. Because over 80% of fire Fatalities area caused by smoke inhalation, and **working smoke detectors save lives.**
4. To ensure that Carbon Monoxide Detectors are properly installed and working (April 7, 2003).
5. To ensure that a portable Fire Extinguishers is installed within 10 feet of the kitchen. (November 2005)
6. IT IS THE LAW IN NEW JERSEY (N.J.S.A. 52:27D-198.2)

What does the inspection involve?

The Fire Marshal will visit your home at a scheduled time and spray a special chemical into your detector(s) or depress the test button on carbon Monoxide detector(s) and ensure that all the required detector(s) and the portable fire extinguisher are installed correctly and working properly. If everything works, you will be given a certificate.

What must I do to prepare for the Inspection?

1. Complete an application for Smoke Detector And Carbon Monoxide Certification. (Can be picked-up at Construction Dept. window in Borough Hall)
2. Pay the required fee and schedule the inspection.
3. Test all your Detectors by pressing and holding the test button until the device activates.
4. Replace batteries, as needed.
5. Clean the detectors by vacuuming with a strong vacuum or blowing them out with compressed air.
6. Make sure that the detectors are properly located and mounted securely. Detectors should not be closer than five feet to a ceiling fan, and ceiling mounted is preferred. Refer to attach map for further instructions.
7. If your home has 110-volt AC detectors that are part of an interconnected system, **all the detectors must activate when any one is tested!** Should a fire break out in your basement, the detector in your room will sound to alert you. If all your interconnected detectors are not sounding, you should hire a qualified, licensed Electrician to make repairs. **Placing a single-station battery detector in place of the 110-volt AC detector will result in Failure, delaying Certification.**
8. Install additional Detectors where missing. (Refer to attached map)

9. Install a portable, Multi-Purpose Dry Chemical (ABC) type fire extinguisher within ten feet of the kitchen.
10. Replace detectors when they are ten years old. It has been recently learned that smoke detectors have a life expectancy of ten years, and should be replaced afterwards.
11. Locate detectors away from nuisance sources. Detectors should not be placed in kitchens or bathrooms, near furnaces or fireplaces or dusty places.

Smoke Detectors are required:

- At the base (landing) of basement steps, (on the ceiling) nearest the steps.
- At the base of the stairs, (on the ceiling) nearest steps to second floor or level.
- At the top of steps to an attic **served by fixed steps**

Smoke Detectors are NOT required:

- Attics accessible by hatches, scuttles, pull-down steps or ladders.
- Crawl spaces without fixed permanent steps
- Do not place detectors on the sloped ceiling of stairwell.

Carbon Monoxide Detectors are required:

- In the area of the sleeping room(s) in all dwellings with attached garages, fuel burning appliance or fireplace.
- Most homes will require one detector, if all the sleeping rooms are in one area.

Portable Fire Extinguisher are required:

Effective November 1, 2005, New Jersey law requires the installation of a minimum of one portable fire extinguisher of not less than 2 ½ pounds (2A-10-B:C) within ten feet of the kitchen. Borough of Manville Ordinance 1076-15 requires the same. These extinguishers are to be mounted to the wall using brackets supplied with the extinguishers and are of a Multi-Purpose type (ABC rating)

Where are Smoke Detectors Required?

Depending upon when your house was built, a minimum of one on every level (typically basement, near steps to second floor, and in corridor near bedroom within 10 (ten) feet of sleeping rooms. (See attached map)

Where are Carbon Monoxide Detectors Required?

In the immediate area of sleeping room(s) of your home. The detectors may be battery operated, 110-volt plug-in type or 110 volt hard wired. You may install a combination smoke/carbon monoxide detector, which contains both sensors inside one unit, if you wish. Homes with **any fuel burning appliance or attached garages** require carbon monoxide detectors.

I have a portable Fire Extinguisher but it is over one year old, or no longer charged what should I do?

Have the unit inspected and tagged by a NJ Certified Fire Equipment Contractor or: Purchase and install a new extinguisher.

Where can I purchase a portable Fire Extinguisher?

At any Home Center, Hardware Store, most large department stores, and at a Fire equipment vendor listed in the yellow pages.

Where do I install the fire extinguisher?

Per NFPA 10, (National Fire Protection Standard) they are to be installed in a conspicuous and accessible location, no less than 6 inches from the floor, not more than 5 feet to the top of the unit. The extinguisher **MUST** be located within **ten feet** of the kitchen area, using the bracket supplied with the unit.

Who is responsible for furnishing the fire extinguisher?

Like the Smoke and Carbon Monoxide Detectors requirements, it is the responsibility of the **SELLER**

My Home is 100% electric, with no attached garage, and no fireplace. Do I need Carbon Monoxide Detector?

Since carbon monoxide is a by-product of combustion, and you do not have a fuel burning appliance, fireplace or attached garage, you are exempt from the carbon monoxide requirement. Only smoke detectors would be required.

My Home has a Security Alarm System. Will this be tested?

No. If you installed a home security system, the alarm installer or contractor will have to certify your system. Only the equipment required by the N. J. Uniform Construction Code at the time of occupancy will be tested and certified.

Cancellations

You must call the office at 908-725-9478 ext. 117 during normal business hours to cancel. 48 hours notice is required for cancellations.

Appointments

Please keep your appointments.

Failures

Make necessary repairs as directed by the Fire Marshal and call to set up for a re-inspection. A re-inspection will be made after the required fee has been paid.

Questions?

Call the Borough of Manville Fire Marshal at 908-725-9478 ext. 112

**PLEASE CHECK YOUR DETECTORS AND FIRE EXTINGUISHER (S)
BEFORE YOU SCHEDULE AN INSPECTION TO AVOID REINSPECTION
FEES AND DELAY OF CERTIFICATION**

INSTRUCTIONS FOR LOCATING SMOKE DETECTORS

1. At least one smoke detector shall be located on each floor of the building, including basements but excluding attics (See figures 4 & 5).
2. Smoke detectors shall be located within 10 feet of each room used for sleeping purposes (bedrooms) (See figure 2 & 3). This may result in more than one detector per floor (See figure 3).
3. Smoke detectors must be mounted on a ceiling, at least four inches from the closest wall (See figure 1). Smoke detectors may be mounted on a wall, at least four inches from the ceiling but no more than 12 inches from a ceiling, and at least 12 inches from a corner (See figure 1).
4. Do Not install smoke detectors in attics or garages, or in, or within 10 feet of, a kitchen or bathroom, unless needed to comply with 2. above.

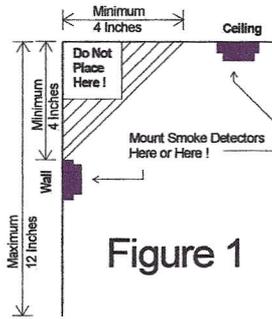


Figure 1

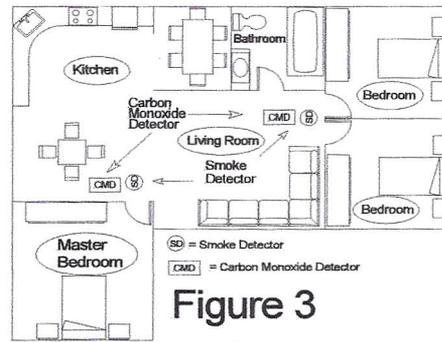


Figure 3

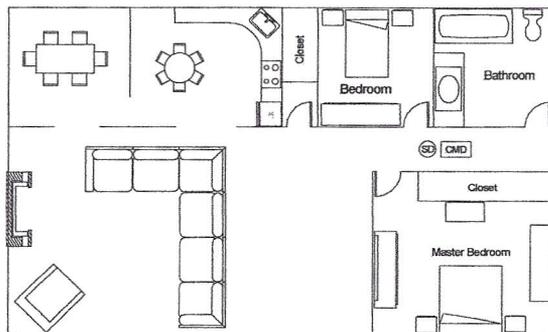


Figure 2

Ⓢ = Smoke Detector
 □ = Carbon Monoxide Detector

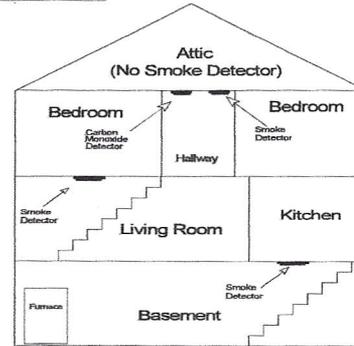


Figure 4

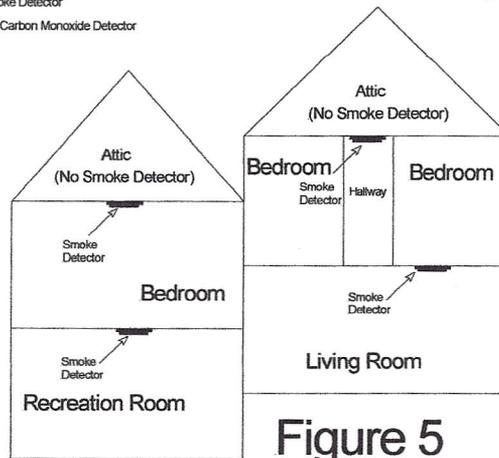


Figure 5

INSTRUCTIONS FOR LOCATING CARBON MONOXIDE DETECTORS

1. Carbon Monoxide detectors shall be located in the immediate vicinity of sleeping areas (bedrooms) (See figure 2 & 3). This may result in more than one detector per floor (See figure 3).
2. Carbon Monoxide detectors must be mounted in locations specified in the manufacturers instructions.

**DEPARTMENT OF COMMUNITY AFFAIRS
DIVISION OF FIRE SAFETY
MEMORANDUM**

TO: ALL LOCAL ENFORCING AGENCIES
FROM: LOUIS KILMER, CHIEF – BUREAU OF FIRE CODE ENFORCEMENT
SUBJECT: REQUIREMENTS FOR FIRE EXTINGUISHERS IN ONE- AND TWO-FAMILY DWELLINGS
DATE: NOVEMBER 15, 2005

The Legislature amended and enacted P.L.1991, c. 92 (C.52:27D-198.1), requiring that all one- and two-family dwellings at a change of occupancy be provided with a portable fire extinguisher, in addition to the requirements for smoke and carbon monoxide detectors. This provision does not apply to seasonal rental units. This act was signed into law on April 14, 2005 with an effective date of November 1, 2005.

The regulations were recently made available for public comment. The comment period has ended and the final adoption of the regulations will appear in the New Jersey Register in the near future. The Division of Fire Safety is advising all local enforcing agencies to enforce the regulations; using the guidelines below.

The requirements for the type and placement of the extinguishers are as follows:

- 1) At least one portable fire extinguisher shall be installed in all one- and two-family dwellings (except seasonal rental units) upon change of occupancy;
- 2) The extinguisher shall be listed, labeled, charged, and operable;
- 3) The size shall be no smaller than 2A:10B:C, rated for residential use and weigh no more than 10lbs;
- 4) The hangers or brackets supplied by the manufacturer must be used;
- 5) The extinguisher must be located within 10 feet of the kitchen;
- 6) The top of the extinguisher must not be more than 5 feet above the floor;
- 7) The extinguisher must be visible and in a readily accessible location, free from being blocked by furniture, storage, or other items;
- 8) The extinguisher must be near a room exit or travel path that provides an escape route to the exterior;
- 9) The extinguisher must be accompanied by an owner's manual or written information regarding the operation, inspection, and maintenance of the extinguisher; and
- 10) Lastly, 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.

Until the proposed regulations have been adopted, the statute should be cited for enforcement purposes. The correct citation is N.J.S.A. 52:27D-198.1.

If you have any questions regarding the implementation of this act or its specific requirements, please contact our Local Assistance Unit at 609-633-6112.