

# NOTICE TO LANDLORD DWELLING CERTIFICATE AS PER CITY ORDINANCE 2213

Every owner and/or tenant shall file a Dwelling Certificate with the Garfield Fire Prevention Bureau certifying the number of occupants (**including children**) and location of a dwelling unit upon any change of occupancy, whether by ownership or as a result of a new lease, rental or other occupancy unless the property owner had previously filed a Dwelling Certificate for the dwelling unit and an inspection was conducted within **SIX (6)** months of the new occupancy.

**Smoke (10 year sealed battery) & Carbon Monoxide Detectors must be mounted within ten (10) feet of all bedrooms. A Fire Extinguisher must be mounted in the kitchen. The owner and/or tenants shall provide access to the premises, common areas, basement and/or attic.** The fee for the issuance of a Dwelling Certificate is **\$60.00 per dwelling unit** which includes the fee for the Smoke Detector Certification. This fee is the **responsibility of the landlord** and **must be paid for when application is returned to our office in order to obtain certificate.** If the apartment is not in compliance or the application is not provided at the time of the inspection and a re-inspection is required, you will be charged an additional **\$60.00**. Please have exact change or check made out to the **Garfield Fire Prevention Bureau.**

**\*\*The inspector will not take any form of payment on the road\*\***

**\*\*APPLICATION MUST BE ON SITE AT THE TIME OF INSPECTION\*\***

- In one- and two-family or attached single family dwellings subject to the requirements of N.J.A.C. 5:70-2.3, smoke alarms shall be installed as follows:
  - 1. On each level of the premises; and
  - 2. Outside of each separate sleeping area.
  
- (b) The smoke alarms required in (a) above shall be located and maintained in accordance with NFPA 72.
  - 1. The alarms shall not be required to be interconnected.
  
- (c) Ten-year sealed battery-powered single station smoke alarms shall be installed and shall be listed in accordance with ANSI/UL 217, incorporated herein by reference. However, A/C-powered single or multiple-station smoke alarms installed as part of the original construction or rehabilitation project shall not be replaced with battery-powered smoke alarms. The effective date of this subsection shall be January 1, 2019.
  - 1. A/C-powered smoke alarms shall be accepted as meeting the requirements of this section.
  
- (d) Carbon monoxide alarms shall be installed in all dwelling units in buildings in one- and two-family or attached single family dwellings, except for units in buildings that do not contain a fuel-burning device or have an attached garage, as follows:
  - 1. Single station carbon monoxide alarms shall be installed and maintained in the immediate vicinity of the sleeping area(s).
  - 2. Carbon monoxide alarms may be battery-operated, hard-wired or of the plug-in type and shall be listed and labeled in accordance with UL-2034 and shall be installed in accordance with the requirements of this section and NFPA-720.
  
- (e) A portable fire extinguisher shall be installed in accordance with the following:
  - 1. The extinguisher shall be within 10 feet of the kitchen and located in the path of egress;
  - 2. The extinguisher shall be readily accessible and not obstructed from view;
  - 3. The extinguisher shall be mounted using the manufacturer's hanging bracket so the operating instructions are clearly visible;
  - 4. The extinguisher shall be an approved listed and labeled type with a minimum rating of 2A-10B:C and no more than 10 pounds;
  - 5. The owner's manual or written operation instructions shall be provided during the inspection and left for the new occupant;
  - 6. The extinguisher shall be serviced and tagged by a certified Division of Fire Safety contractor within the past 12 months or the seller must have a receipt for a recently purchased extinguisher; and
  - 7. The top of the extinguisher shall not be more than five feet above the floor.

### **REQUIREMENTS:**

**\*Smoke detector (10 yr. sealed battery) and Carbon Monoxide Detectors within 10 feet of ALL Bedrooms (If smoke detectors are hard-wired, they must remain so)**

**\*Fire Extinguisher mounted in the kitchen**

**\*Access to Attic & Basement at the time of Inspection w/required smoke (10 year sealed battery) & C/O detectors as needed**

**\*Smoke Detectors (10 yr. sealed battery) at top and bottom of any common stairwell**