



## CERTIFICATE OF HABITABILITY

### Fire Department

Fire Prevention Bureau

375 Franklin Street

Telephone (973) 680-4153 Fax (973) 680-4165



# Township of Bloomfield

Bloomfield, New Jersey 07003-3487

### Dear Building Owner:

Pursuant to Bloomfield Town Code Chapter 431 adapted 5/4/1998, all residential units require a Certificate of Habitability.

**This pertains to all rental properties, including single-family non-owner occupied homes. Multiple family homes that are owner occupied need to be registered.**

The COH (Certificate of Habitability) requires that the owner shall register the rental unit and have it inspected. Inspections shall be performed by the person or agency duly authorized and appointed by the Township of Bloomfield. The owner is responsible for paying all of the fees, insuring that the unit has been inspected, and that a Certificate of Habitability has been issued for each unit.

All rental units shall be inspected every three years or upon a change in tenants. When an apartment changes tenants, a re-inspection must be conducted before a new tenant moves in.

Inspections shall be conducted for the purpose of determining compliance with zoning ordinances, and where applicable, compliance with the Property Maintenance Code, Uniform Construction Code, Uniform Fire Code and the International Property Maintenance Code. These inspections are for the benefit of both the tenants and landlords alike.

Pursuant to Section 18 – Violations and Penalties: Any person who violates any provisions of this ordinance shall, upon conviction in the Municipal Court of the Township of Bloomfield or such other court having jurisdiction, be liable to a minimum fine of \$200.00 and a maximum of \$1000.00 or imprisonment for a term not exceeding 30 days, or both. Each day that a violation occurs shall be deemed a separate and distinct violation subject to the penalty provisions of this ordinance.



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Should you like to review this code, it is available at our Township website: [www.bloomfieldwpnj.com](http://www.bloomfieldwpnj.com).

- 1-The enclosed form must be completed in its entirety.
- 2- Form must be signed claiming that the "STATEMENT" WAS READ AND THAT THE INFORMATION IS CORRECT.
- 3-Form should be returned to our office: **375 Franklin St., Bloomfield, NJ 07003, Attn: Fire Prevention**
- 4-Please include proper payment payable to "TOWNSHIP OF BLOOMFIELD"
- 5-Once received and processed, your building will be scheduled for inspection.

**Failure to comply could result in a penalty being assessed on your property.**

The fees are as follows **per unit**:

Registration fee: \$20.00 per unit

Inspection fee: \$25.00 per unit

**Registration and Inspection done simultaneously is \$45.00.**

Re-inspection fee for failed inspection: \$20.00

**No inspection fee will be charged for the owner occupied units.**

**Three year re-inspection fee with same tenants is \$25.00 per unit.**

**There will be no registration fee for the same tenants or owners.**

If you have any question, please call this office at 973-680-4153.

Thank you,

Thomas Wilson

Fire Official



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### EXAMPLES

#### **Two Family Owner Occupied: (Owner occupied applies only to unit(s) of the deed holder)**

For the owner's unit, there is a \$20.00 registration fee (one time charge) and no inspection fee required.

For the second unit there is a \$20.00 registration fee and \$25.00 inspection fee. Total of \$45.00.

#### **Non-owner occupied Two Family:**

For the first unit there is a \$20.00 registration fee and \$25.00 inspection fee.

For the second unit there is a \$20.00 registration fee and \$25.00 inspection fee.

Total for both is \$90.00

#### **Three Family Owner Occupied: (Owner occupied applies only to unit(s) of the deed holder)**

For the owner's unit there is a \$20.00 registration fee (one time charge) and no inspection fee required.

For the second unit there is a \$20.00 registration fee and \$25.00 inspection fee.

For the third unit there is a \$20.00 registration fee and \$25.00 inspection fee.

Total for all units is \$110.00

#### **Three Family Non-Owner Occupied:**

There is a \$20.00 registration fee and a \$25.00 inspection fee for each unit for a total of \$135.00.

**Please have in place upon inspection a working 10-year sealed battery smoke detector\* and a working carbon monoxide detector, one each on every level in the vicinity of the bedrooms and in the basement. Common areas must have smoke detectors. As of Nov. 1, 2005 all single family and two family dwellings must have a portable fire extinguisher. The size shall be no smaller than 2A:10B:C rated for residential use and weigh no more than 10 lbs.**



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**\*Pursuant to the New Jersey State Uniform Fire Code, effective January 1, 2019, one and two family dwellings SHALL install ten year sealed battery powered smoke alarms. These alarms shall be installed on all levels of the premise and outside each bedroom.**

**If an A/C powered (Electric) multiple smoke alarm system was installed, it would be accepted as meeting the requirements of this section.**

**Smoke detectors with removable batteries must be replaced with the ten year sealed smoke detectors.**





**TOWNSHIP OF BLOOMFIELD FIRE DEPARTMENT  
CERTIFICATE OF HABITABILITY**

<b>2 FAMILY</b>		
	<b>SMOKE</b>	<b>CO</b>
<b>COMMON AREA</b>	<b>X</b>	
<b>BASEMENT</b>	<b>X</b>	<b>X</b>
<b>APARTMENT*</b>	<b>X</b>	<b>X</b>
<b>* NOTE: IN THE VICINITY OF THE BEDROOMS</b>		

<b>3 FAMILY AND UP</b>		
	<b>SMOKE</b>	<b>CO</b>
<b>COMMON AREA**</b>	<b>X</b>	
<b>BASEMENT</b>	<b>X</b>	<b>X</b>
<b>APARTMENT*</b>	<b>X</b>	<b>X</b>
<b>* NOTE: IN THE VICINITY OF THE BEDROOMS</b>		
<b>** NOTE: HARDWIRED SMOKE IN COMMON AREA</b>		

<b>FIRE EXTINGUISHERS</b>
<b>NEED TO BE MOUNTED IN THE KITCHEN</b>
<b>TYPE: ABC UP TO 10 POUNDS</b>

<b>NO BASEMENT APARTMENTS</b>
<b>NO BEDS OR SLEEPING IN THE BASEMENT</b>
<b>NOTE: THERE ARE BASEMENT APARTMENTS IN BLOOMFIELD</b>
<b>I.E. APARTMENT BUILDINGS WITH SUPER IN BASEMENT</b>
<b>THESE ARE "LEGAL" APARTMENTS THAT ARE UP TO CODE</b>

<b>FEES</b>	
<b>REGISTRATION FEES:</b>	<b>\$20</b>
<b>INSPECTION FEES:</b>	<b>\$25</b>
<b>NOTE: PER APARTMENT, I.E. \$45 1<sup>ST</sup> + \$45 2<sup>ND</sup> = \$90</b>	
<b>NOTE: OWNER OCCUPIED ONLY PAY APPLICATION FEE</b>	

## **Chapter 601. Buildings, Unit**

### **§ 601-4. Occupation of Basements.**

No person shall occupy or let to another for occupancy any basement space within a dwelling or dwelling unit, for the purpose of living therein, which does not comply with the following requirements:

- a. The floor level of rooms used for sleeping is less than 3 ½ feet below the average grade of ground adjacent to and within 15 feet of the exterior walls of such rooms. The floors and walls must be impervious to leakage of underground and surface runoff water and insulated against dampness, and provided that windows thereof are at least 15 feet from the nearest building or wall.
- b. The total of window area in each room is equal to at least the minimum of not less than 8% of the floor area.
- c. Such required minimum window area is located entirely above the grade of the ground adjoining such window area.
- d. The total of openable window area in each room is equal to at least the minimum of 4% of the floor area being ventilated, except where there is supplied some other device affording adequate ventilation and approved by the public officer.