

Borough of Brielle  
Certificate of Continued Occupancy Checklist

Date: \_\_\_\_\_  
Inspector: \_\_\_\_\_

Address: \_\_\_\_\_  
C.O. # \_\_\_\_\_

**Exterior**

Pass	Fail	
		Exterior Garbage Collection Area
		Driveway - No Standing Water
		Driveway - Well defined
		Sidewalks - No Tripping Hazards
		No Infestation of Insects or Rodents
		Siding & Roofing - No Damaged or Missing
		Paint - No exposed metal or Wood
		Windows Operable & Not Broken
		Window Screens - No holes or Tears
		House Address Visible from Street
		Handrails on Risers more than 4 High
		Guardrail Gaps no more than 5"
		Foundation - No structural damage
		Grass - Not overgrown
		Exterior Property Maintained
		Decks & Porches Structurally Sound
		Exterior vents clean & free from obstructions
		Gutters operational & secured
		Pool Fences in-tact with self-closing gates

**Bedrooms/Occupancy**

Pass	Fail	
		1 Occupant Bedroom - 70 SF
		2 - 100SF, 3 - 150SF, 4 - 200SF, 5 - 250SF
		Beds not permitted in kitchens or living rooms
		Bedroom doors minimum 28" W, 6' 6" H
		Bedroom egress window sill height max 44" AFF
		Bedroom Egress window opening min 24" H and 20" W or greater
		Living space above garage must have minimum 5/8" sheetrock in garage, without penetrations
		Basement bedrooms minimum 1 emergency egress window w/window well ladder
		Every bedroom shall have passage to 1 bathroom without passing through another bedroom on the same story
		Sleeping rooms shall not constitute only means of access to other sleeping rooms

**Interior**

Pass	Fail	
		Interior clean & orderly
		Smoke Detectors Present & Working
		Carbon Monoxide Detectors Present & Working
		Kitchen Stove - Must be Tip Proof
		Kitchen vent operational
		Fire Extinguisher - Mounted & Within 10' of Kitchen
		Minimum Rating 2A:10BC
		Sinks, Cabinets, Countertops free of cracks
		All plumbing works, no leaks/dripping hot & cold water
		No water stains on walls or ceilings
		GFI Outlets in Kitchen & Functional
		GFI Outlets in Bathrooms & Functional
		No extension cords or exposed wiring/tripping hazards
		No open electrical boxes
		Electrical wiring working & in good condition
		All lighting fixtures operable
		Electrical box secure & labelled
		All interior doors functional& free of cracks
		All furniture free from cracks & damage
		Floors clean. Not broken or rotten
		Mattresses clean & damage free
		Interior walls clean & painted
		Water heater relief valve aimed down & within 6" AFF
		Clothes dryers vented to exterior
		Sump pump drains to exterior
		All utilities operable
		Windowless bathrooms have working exhaust fans
		Bedrooms with minimum of 2 outlets
		No debris/trash in attics or basements
		Flue pipes properly vented to exterior
		Bedroom egress doors fully operational
		Gas clothes dryer prohibited in bathroom & bedroom
		All appliances - no visible rust