



The Borough of Hightstown

Code Enforcement Office

148 North Main Street

Hightstown, NJ 08520

(609) 490-5100 Ext.617

Property Location: _____

Type of Inspection Requested

Sale	\$80.00	Initial Inspection
Rental Property	\$35.00	Initial Inspection- per unit
Re-Inspection Fee	\$25.00	If violations are noted in the initial inspection

The following items are required prior to the issuance of a Certificate of Occupancy:

- _____ Smoke detectors on each level of the premises, and outside of each sleeping area.
 - _____ Carbon monoxide detectors located near all sleeping area.
 - _____ ABC type fire extinguisher mounted within 10' of the kitchen area, no larger than 10 pounds rated.
 - _____ Windows open and stay- required for fire egress.
 - _____ GFCI (Ground Fault Circuit Interrupter) where required and operating properly.
 - _____ Dryer vent connector is metal, not plastic.
 - _____ No garbage disposal. (Not allowed by Borough Ordinances)
 - _____ Sump pump discharged as per Borough Ordinances
 - _____ Sidewalks and curbs are in good condition.
 - _____ Furnace or Boiler Certification by an outside contractor.
 - _____ Fireplace Chimney Certification by an outside contractor.
 - _____ Permits obtained for all work- plumbing, electric, furnace, water heater, roofing, siding, etc.
- _____ Any open permits? ___ Yes ___ No List: _____

Owner: _____ Phone: _____

Address: _____

Agent: _____ Phone: _____

Buyer's/Tenants Name: _____

For Office Use Only

PLEASE MAKE CHECKS PAYABLE TO "HIGHTSTOWN BOROUGH"

Appointment Date: _____ Time: _____ Recorded: _____

Amount: \$ _____ Date Paid: _____

Check Number: _____ Received by: _____

Housing Official

Date Approved