

Borough of Seaside Heights

MUNICIPAL BUILDING
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HOUSING/CODE ENFORCEMENT DEPARTMENT CO Inspection Guidelines

(Please remember a Landlord Registration Certificate is required by all Property Owners that rent a property – can be filed in the Housing Department)

INTERIOR

1. ****Smoke detectors; if not hardwired, must be a 10-year sealed battery detector mounted in every common area, every bedroom, utility room and attic space (if fuel burning furnace and/or HWH exists in attic). – NOT in Kitchens or Bathrooms.**
2. **Carbon Monoxide detector. Needs to be within 10 ft of the bedrooms. If fuel (ie: natural gas) is burned in any location within the building, each unit must have an individual detector.**
3. ****Fire Extinguisher –5lb ABC rated and mounted and portable in the kitchen area within 10ft of the stove, 4ft off of the floor.**
4. **GFI Outlet within 6ft of a water source.**
5. **All dwelling units must show proof of prevention and elimination of infestations by a qualified person(s) to conduct such procedures at least once per year, and more frequently if there is evidence of infestation.**
6. **Each unit front door must have a peephole, dead-bolt and chain.**
7. **All light fixtures, outlets and switches must be in good working order and with proper covers.**
8. **All plumbing, sinks, showers and tubs must be free of chips, mold and in a good working sanitary condition.**
9. **All windows must have screens, be free of cracks and must operate properly with working locks. Windows must have blinds, shades or drapes. All in good, clean and working condition.**
10. **All walls and ceilings must be smooth, free of holes, cracks, breaks, peeling paint, dirt and stains.**
11. **All floors and floor coverings must be free of rips, stains, odors, chips, breaks and must be dry and clean.**
12. **All furnishings must be in good working condition without tears, rips, chips, breaks, stains or odors. (If provided and supplied by the owner).**

EXTERIOR

1. **All surfaces must be unworn and free from peeling.**
2. **All siding, gutters and drains must be intact.**
3. **Property and all units on the property must have identification numbers visible from the street, day or night. Numbers must be no smaller than 3", in contrasting colors from house.**
4. **All properties must have an adequate number of garbage and recycle cans. 1 each/per unit. All cans must be stored out of view from public eye.**
5. **Sidewalks, walkways and curbs must all be in good repair.**
6. **Lighting must be provided by all doors, walkways, alleyways, parking areas, etc. Motion lights, dusk to dawn, required, and cannot be controlled by any on/off switch.**
7. **Property should be kept clean at all times from weeds and debris.**

****Most recent changes in regulations**