



TOWNSHIP OF JACKSON

CODE ENFORCEMENT

95 WEST VETERANS HIGHWAY, JACKSON, NJ 08527
(732) 928-1200 EXT 1293/1295 FAX (732) 833-0603

HOUSING INSPECTION CHECKLIST

GENERAL:

- **ALL UTILITIES** shall be turned on and operable.
- If you have a well, an Ocean Co. Board of Health Certificate is required and is good for 6 months (732) 341-9700.
- Entrance stairs, platforms, decks and railings shall not be in disrepair. Stairs with more than 3 steps require railings.
- Double keyed deadbolt locks are prohibited.
- Smoke Detectors, one on each level in common area – Battery-type permitted where approved.
- Carbon Monoxide detector shall be installed outside the sleeping areas on all levels as per manufacturer’s specs.
- Fire extinguisher shall be a maximum 2A:10B:C on site for inspection and left for the new occupant.
- Exhaust fan is required for bathrooms without an operable window.
- Windows and skylights shall be operational without slamming shut.
- No walls shall have holes; walls shall be clean and painted if needed.
- House number shall be displayed on home and be at least 3-1/2” in size.
- Sump pump holes shall be covered.
- Dryers shall be vented only with metal vent connector. Plastic is prohibited.
- Chimney Certification is required for all solid fuel appliances and is good for 12 months. Coal/Wood/Pellet
- Open Permits from Building Department. (732-928-1280)
- Property Maintenance issue (see note below)

BASEMENT:

- Check the stairs, railings, guards and risers. Enclose open stairways.
- Emergency shutoff switch needed for heating units.
- All disconnected gas or oil lines shall be capped closed if not in use.

GARAGE:

- Door for garage/dwelling separation shall not be less than a minimum of 1-3/8” solid core door.
- Garage scuttle access or fold-down stairs shall be closed to the attic space.
- Overhead garage doors shall be operational.

PLUMBING:

- Check under all sinks for leaks. Bathrooms shall be operational.
- Tap water, hot & cold shall be operational. Hot must be located on the left side.
- Safety valve on the hot water heater shall be present and piped to within 6” of the floor.

ELECTRICAL:

- All switches and receptacles shall have their cover plates in place.
- Any outlet within 6’ of a sink shall be GFCI protected.
- There shall be no open electrical boxes, exposed wiring or slots within a panel box.

MOBILE HOMES:

- Dwelling shall be tied down in place. Heat tape shall be in good condition.
- Skirting must be off at heat tape and tie down locations for inspection.
- Letter from Park Management is required.
- Dryer shall be vented to the exterior of the skirting with metal vent connector only.

‘X’ indicates failure and must be abated.

Date: _____ Code Officer: _____

Address: _____ Block _____ Lot _____

Reference # _____

NOTES: