

**CODE ENFORCEMENT DIVISION
500 Pemberton-Browns Mills Road
Pemberton, NJ 08068**

RENTAL UNIT INSPECTION GUIDELINES

1. ALL ROOMS MUST BE CLEAN AND MOVE IN READY
2. SMOKE ALARM MUST BE INSTALLED OUTSIDE BEDROOM
3. CARBON MONOXIDE ALARM MUST BE INSTALLED OUTSIDE BEDROOMS
IF THERE IS FUEL TO THE DWELLING OR THERE IS AN ATTACHED GARAGE.
4. FIRE EXTINGUISHER- -2 A; 10 BC LESS THAN 10 POUNDS. MOUNTED IN
KITCHEN OR WITHIN 10 FEET OF KITCHEN. THE TOP MUST BE NO MORE
THAN 48' OFF GROUND.
5. ALL ELECTRIC OUTLETS ALONG KITCHEN COUNTER TOP MUST BE GFCI
PROTECTED OUTLETS WITHIN 6 FEET OF SINK.
6. OUTLETS IN BATHROOMS MUST BE GFCI OUTLETS.
7. BATHROOMS WITHOUT WINDOWS MUST HAVE AN EXHAUST FAN,
VENTED TO THE OUTSIDE OF THE DWELLING.
8. ANTI TIP BRACKET MUST BE INSTALLED ON REAR OF STOVE.
9. ALL WINDOWS, OTHER THAN A FIXED WINDOW SHALL BE CAPABLE OF
OPENING AND SHALL BE HELD IN POSITION WITH WINDOW HARDWARE.
10. DURING THE PERIOD OF APRIL 1ST TO DECEMBER 1ST, WINDOWS MUST
HAVE INSERT SCREENS.
11. ALL CLOSETS MUST HAVE VIABLE DOORS.

12. HAVE AGREEMENT WITH RESIDENT(S) TO PAINT INTERIOR IF REQUIRED.
13. ALL ENTRANCE DOORS WITH DEADBOLT LOCKS MUST HAVE TURN HANDLE ON THE INSIDE OF DOOR.
14. ANY OPEN SPACES IN THE ELECTRIC PANEL MUST BE FILLED.
15. ALL TAXES, UTILITIES, LIENS AND VIOLATIONS MUST BE PAID PRIOR TO RENTING.
16. ALL EXTERIOR STRUCTURE AND GROUNDS INCLUDING ROOFING, GUTTERS, AND LEADERS WILL BE INSPECTED.
17. ALL EXTERIOR HANDRAILS AND GUARD RAILS WILL BE INSPECTED.
18. ADEQUATE TRASH RECEPTACLES WITH LIDS ARE REQUIRED.
19. FLOORS MUST BE IN GOOD REPAIR WITH NO TRIP HAZARDS.
20. NO OPEN VACANT PROPERTY FEES (VPR)
21. NO OPEN UNIFORM CONSTRUCTION CODE (UCC) PERMITS
22. INSPECT FOR UNIFORM CONSTRUCTION CODE VIOLATIONS
23. INSPECT FOR ZONING VIOLATIONS
24. INSPECT FOR CODE VIOLATIONS