



Township of Springfield
Fire Department
 200 Mountain Avenue, Springfield, NJ 07081
 (973) 376-1740 - FAX: (973) 912-2223



PERMIT CLOSURE VERIFICATION INSTRUCTIONS

PRIOR TO COMPLETING AN APPLICATION FOR CERTIFICATION OF COMPLIANCE (SELLING YOUR HOME) YOU MUST COMPLETE A “PERMIT VERIFICATION FORM”...

- Go to the Township website www.springfield-nj.us
- Click on “**Departments**” to open the drop down menu, select “**Building**”.
- At the bottom of the Building page is a tab “**Permit Closure Verification Form**” click on the tab to open.
- Complete required information, certify and submit.

PLEASE NOTE: The Permit Closure Verification request will be sent automatically to the Building Department staff, they will research the property and send you via email, the permit status of the property; a copy will be sent to the Fire Department and the Smoke Certification Scheduling Clerk.

Should you need specific information regarding outstanding permits or inspections, please submit an OPRA (Open Public Record Act) request to the Township Clerk.

Please call (973) 912-2220 or email building@springfield-nj.us should you have any questions.

After confirmation that all permits on the property have been closed out, please complete “**Application for Certification of Smoke Detector, Carbon Monoxide Alarm & Portable Fire Extinguisher Form**” which is attached below. If you cannot access the form, you may pick one up at the Fire House. Please either mail or drop off the completed Application together with a check or money order payable to “*Township of Springfield*” in the locked mailbox at:

Springfield Fire Department
200 Mountain Avenue
Springfield, NJ 07081

**** PLEASE NOTE EFFECTIVE JANUARY 1, 2019: ****

Pursuant to N.J.A.C. 5:70-4.19:

Ten-year sealed battery-powered single station smoke alarms shall be installed and shall be listed in accordance with ANSI/UL 217, incorporated herein by reference. However, A/C-powered single or multiple-station smoke alarms installed as part of the original construction or rehabilitation project shall not be replaced with battery-powered smoke alarms. The effective date of this subsection shall be January 1, 2019. **THEREFORE, ALL NON-SEALED BATTERY OPERATED SMOKE DETECTORS MUST BE REPLACED.**



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APPLICATION FOR CERTIFICATION OF SMOKE
DETECTOR, CARBON MONOXIDE ALARM & PORTABLE
FIRE EXTINGUISHER COMPLIANCE

ADDRESS: BLOCK: LOT:

CONTACT PERSON: PHONE #:

EMAIL: CLOSING DATE:

*FEE: IF RECEIVED MORE THAN TEN (10) BUSINESS DAYS BEFORE CLOSING, THE FEE IS \$100.00; IF LESS THAN TEN (10) BUT MORE THAN FOUR (4) BUSINESS DAYS, THE FEE IS \$120.00, FOUR (4) BUSINESS DAYS OR FEWER, THE FEE IS \$175.00.

A check or money order made payable to "Township of Springfield" must be submitted with this form. Once issued, a certificate is nontransferable, and the fee is not refundable. If the change of occupancy does not occur within 6 months, a new application is required.

PLEASE CHECK ONE

[] DWELLINGS BUILT 1978 AND BEFORE -- All one and two family residences constructed before 1978 must have smoke detectors located on each level of the structure and outside each separate sleeping area in the immediate vicinity of the bedrooms. NOTE: If the one or two family residence was constructed before 1979, the required smoke detectors can be either electric hard wired or battery powered type. Smoke detectors shall not be located in or within 3 ft. of a kitchen or bathroom; within 20 ft. of a flame producing device (furnace, fireplace, stove, etc.); within 4 in. of a corner or lower than 12 in. from the ceiling if mounted on a side wall.

[] DWELLINGS BUILT 1979 TO 1981 -- If the one or two family residence was constructed between 1979 and 1981, an electric hardwired smoke detector is required in the immediate vicinity of each sleeping area. Battery powered smoke detectors can be added to meet the new requirement for each level of the structure. The smoke detector outside the sleeping area(s) MUST BE ELECTRIC HARDWIRED UNITS.

[] DWELLINGS BUILT 1981 TO 1987 -- If the one or two family residence was constructed between 1981 and 1987, electric hardwired smoke detectors are required in the immediate vicinity of each sleeping area and in the basement area. Battery powered smoke detectors can be added to meet the new requirement for each level of the structure. The smoke detectors located outside each sleeping area(s) and the basement MUST BE ELECTRIC HARDWIRED.

[] DWELLINGS BUILT 1987 TO 1991 -- If the one or two family residence was constructed between 1987 and 1991, electric hardwired, interconnected smoke detectors are required on each level of the structure and outside each separate sleeping area in the immediate vicinity of the bedrooms. ALL SMOKE DETECTORS MUST BE ELECTRIC HARDWIRED AND INTERCONNECTED UNITS. IF ONE DETECTOR ACTIVATES ALL DETECTORS SOUND AN ALARM.

[] DWELLINGS BUILT 1991 TO PRESENT -- If the one or two family residence was constructed between 1991 and present, electric hardwired interconnected units with battery backup power must be installed in all bedrooms, outside of each separate sleeping area, and on every level of the structure. NO EXCEPTIONS.

***** OFFICIAL USE ONLY *****

OPEN PERMITS / NO OPEN PERMITS VERIFICATION RECV'D: PERMIT NO:

DIAGRAMS

Detectors are to be located on every level of a residence, (basement, first floor, second floor) excluding crawl spaces and unfinished attics, and in every separate sleeping area, between sleeping areas and living areas such as the kitchen, garage, basement or utility room. In homes with only one sleeping area on one floor, a detector is to be placed in the hallway outside each sleeping areas as shown in Figure 1. In single-floor homes with two separate sleeping areas, two detectors are required, outside each sleeping areas as shown in Figure 2. In multi-level homes, detectors are to be located outside sleeping areas and at every finished level of the home as shown in Figure 3. Basement level detectors are to be located in close proximity to the bottom of basement stairwells as shown in Figure 4. PLEASE REMEMBER THAT THE SMOKE DETECTORS IN THE PROPERTY MUST BE MAINTAINED AS ORIGINALLY REQUIRED AT TIME OF CONSTRUCTION. HOMES CONSTRUCTED IN OR AFTER 1991, HARDWIRED INTERCONNECTED SMOKE DETECTORS WITH BATTERY BACKUP ARE REQUIRED TO BE INSTALLED AND MAINTAINED INSIDE AND OUTSIDE THE BEDROOMS AND ON EACH LEVEL OF THE HOME.

FIGURE 1

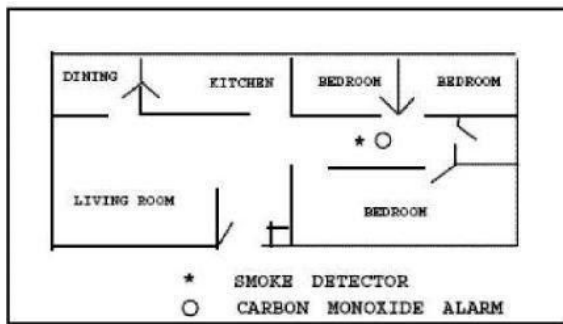


FIGURE 2

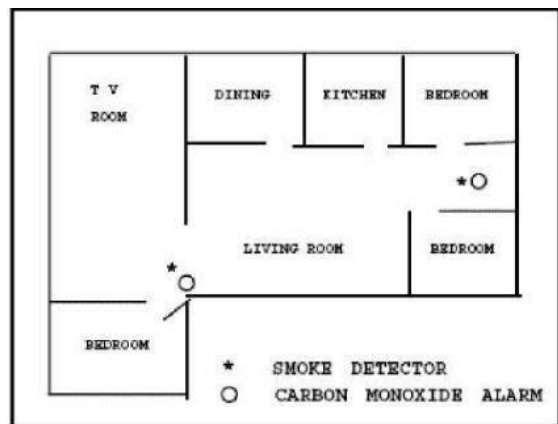


FIGURE 3

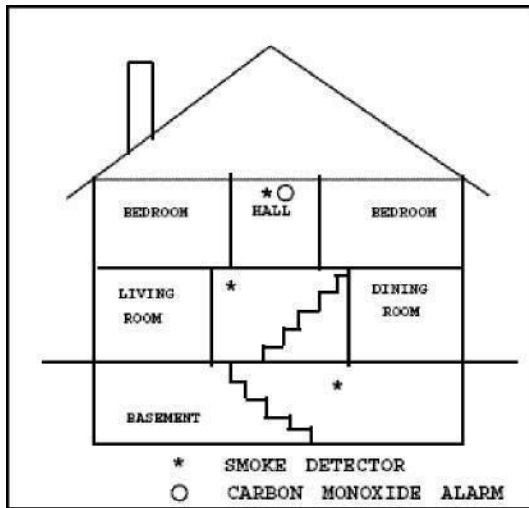


FIGURE 4

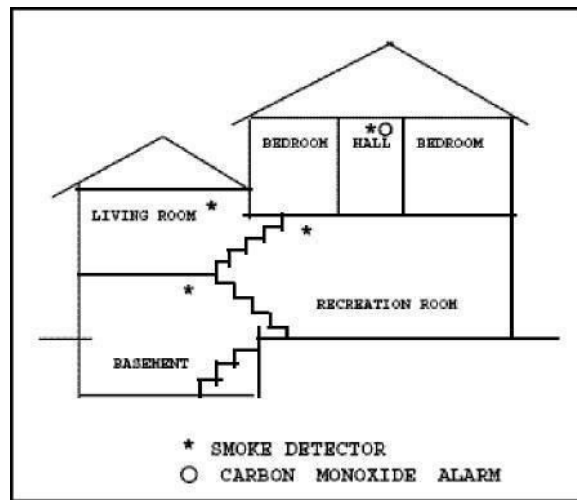


Figure 4

FIGURE 5

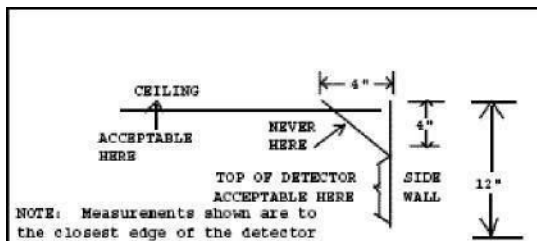


Figure 5

CARBON MONOXIDE ALARMS - TYPE AND LOCATION REQUIREMENTS

- **MUST** be installed in all single or two-family dwelling unit(s) that contain a fuel-burning device or have an attached garage.
- Single station carbon monoxide alarms shall be installed and maintained in the immediate vicinity of the **sleeping area(s)**.
 - Carbon monoxide alarms may be battery-operated, hard-wired or of the plug-in type and shall be listed and labeled in accordance with UL-2034 and shall be installed in accordance with the requirements of NJAC 5:70-4.19 and NFPA-720.–

FIRE EXTINGUISHERS

- An ABC type fire extinguisher no larger than 10 lbs. is required to be permanently mounted within 10 feet from the kitchen and within a path of egress. NOTE: An extinguisher sold for use as a “kitchen” fire extinguisher with only a BC rating is not compliant.
- The top of the extinguisher shall be no more than 5 feet above the floor.
- The fire extinguisher should be mounted “in plain sight”, not blocked by furniture, storage, equipment or other items.
- All fire extinguishers must be new or inspected and tagged by a New Jersey licensed fire extinguisher contractor.
- The fire extinguisher must be accompanied by an owner’s manual.
- Ensure the extinguisher gauge is in the green area indicating the extinguisher is fully pressurized.

Your extinguisher must have all three picture icons or all three letters “A B C” as shown in the diagram below. Check the gauge to make sure the needle is in the green.

Class A: Ordinary combustibles such as wood, cloth, and paper.



ORDINARY
A
COMBUSTIBLES

Class B: Flammable liquids such as gasoline, oil, and oil-based paint.



FLAMMABLE
B
LIQUIDS

Class C: Energized electrical equipment - including wiring, fuse boxes, circuit breakers, and appliances.



ELECTRICAL
C
EQUIPMENT

