



Township of Springfield FIREDEPARTMENT

200 MOUNTAIN AVENUE, SPRINGFIELD, NJ 07081
(973) 912265- FAX: (973) 912270



PERMIT CLOSURE VERIFICATION INSTRUCTIONS

**** Prior to completing an Application for Certification of Compliance (Selling Your Home) you must complete a "Permit Closure Verification" ****

Go to the Township website www.springfield-nj.us

Click on **"Departments"** to open 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.

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 Detector & Secondary Power Source"** which is attached below. If you cannot access the form, you may pick a form 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.**

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 DETECTOR AND SECONDARY POWER SOURCE**

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: _____



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PLACEMENT OF DETECTORS

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 area. In single-floor homes with two separate sleeping areas, two detectors are required, outside each sleeping area. In multi-level homes, detectors are to be located outside sleeping areas and at every finished level of the home. Basement level detectors are to be located in close proximity to the bottom of basement stairwells. PLEASE REMEMBER THAT THE SMOKE DETECTORS IN THE PROPERTY MUST BE MAINTAINED AS ORIGINALLY REQUIRED AT THE 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.

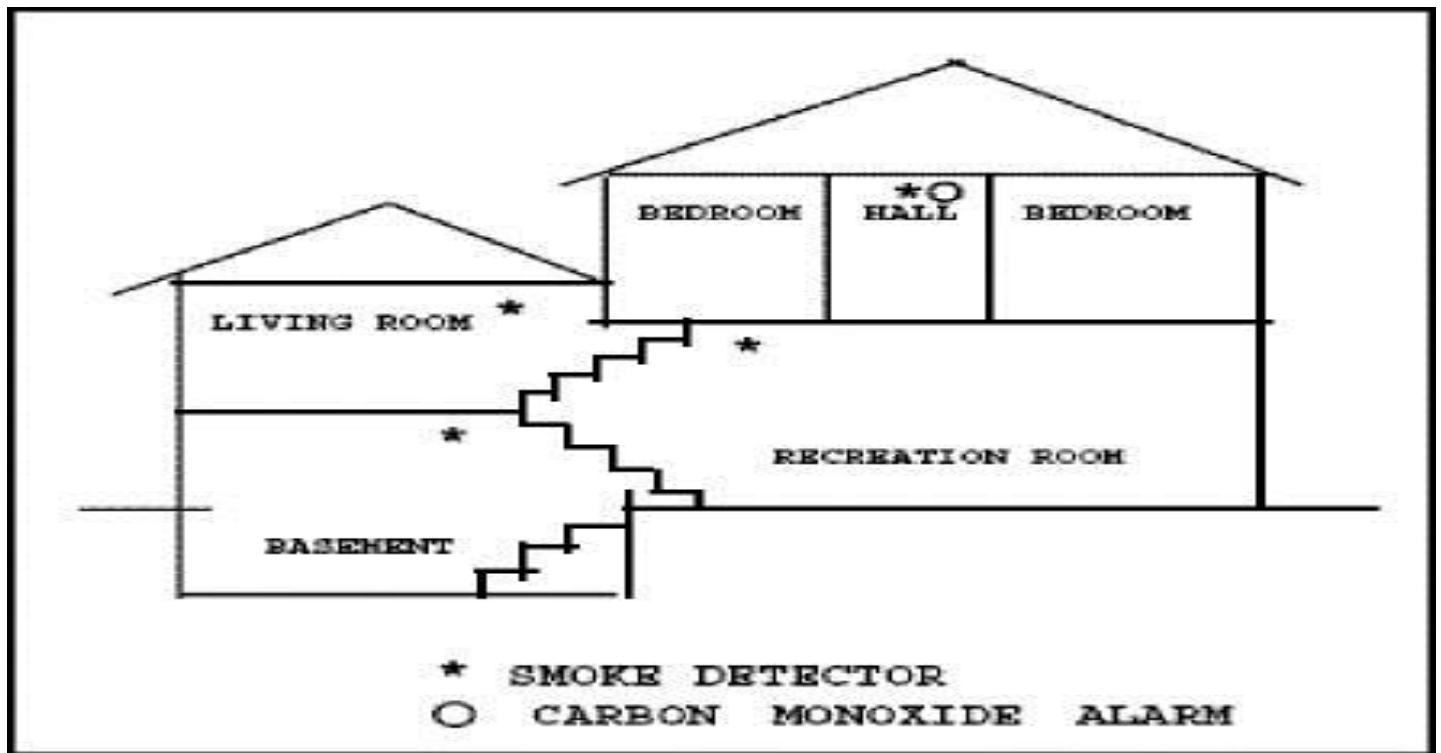


Figure 4



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CARBON MONOXIDE DETECTORS - TYPE AND LOCATION REQUIREMENTS

- Carbon Monoxide detectors **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 all **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.

SECONDARY POWER IDENTIFICATION LABEL P.L. 2025, C.19

A structure used or intended for use for residential purposes by one or two households must have a label installed within 18 inches of the main electrical panel and electrical meter warning of the dangers associated with secondary power sources.

- A secondary power includes permanently installed internal combustion generators, solar panels, battery storage systems, or any other supplemental source of electrical energy to the primary power supply.
- The label must be marked with the wording similar to **“CAUTION: MULTIPLE SOURCES OF POWER.”** and may not be handwritten.