



**Bureau of Fire Prevention  
Office of the Fire Marshal**

Runnemede Municipal Building  
24 N. Black Horse Pike  
Runnemede, NJ 08078  
856-939-2817  
Fax: 856-939-3030

Walter Scott Hill III  
Fire Official UFD

**Application for Certification of Smoke Alarm, Carbon Monoxide Alarm, and Portable Fire Extinguisher Compliance**

Date of Application: \_\_\_\_\_ Date of Closing or Change of Occupancy \_\_\_\_\_

Address of Inspection: \_\_\_\_\_  
Apt. or Floor Number \_\_\_\_\_

Current Owners Name: \_\_\_\_\_  
(and address if different from above)

Phone Number: \_\_\_\_\_ Block/Lot: \_\_\_\_\_

**Buyer or Tenants Name and Current Address:**

Tenant 1: \_\_\_\_\_

Tenant 2: \_\_\_\_\_

Tenant 3: \_\_\_\_\_

Agent Name, Firm Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Applicants Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Any owner who sells, leases, rents or otherwise permits the property to be occupied for residential purposes must obtain a CSACMAPFEC inspection prior to the sale or change of occupancy or be subject to a \$500 fine as per N.J.A.C. 52:27D-198.3**

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**Fees:**

**\$50.00** Appointment scheduled at least 8 prior to Inspection  
**\$75.00** Appointment scheduled less than 8 Days but more than 4 days prior to Inspection  
**\$125.00** Appointment scheduled less than 4 days prior to Inspection  
**\$30.00** Senior Citizens' Discounted Fee- Must be 65 and provide documentation. Appointment will be scheduled at least 8 days prior to Inspection

**Fees Payable to: Borough of Runnemede (Check or Money Order) NO REFUNDS**



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**Placement of Smoke Alarms for One and Two Family Residences**

The New Jersey State Uniform Safety Act, N.J.S.A 52:198.1 states: A Structure used or intended to be used for residential purposes by not more than two households, shall have a smoke-sensitive alarm device on each level of the structure and outside each separate sleeping area in the immediate vicinity of the bedrooms and located on or near the ceiling in accordance with the National Fire Protection Association standard No. 74-1984. The smoke sensitive device shall be tested and listed by a product Certification agency recognized by the Division of Fire Safety.

**Note:**

**10 Year sealed battery-powered single station smoke alarms shall be installed in homes built prior to January 1977. However, A/C powered single or multiple station smoke alarms installed as part of original construction or rehabilitation project shall not be replaced with battery powered smoke alarms.**

**Homes constructed after January 1977 or homes required by Uniform Construction Code to have AC powered and or interconnected smoke alarms shall be maintained and in working order**

**Where to Place Smoke Alarms**

**Attic Areas:** Finished attics only. The attic area smoke alarm shall be located near the stairway from floor below

**Bedroom Areas:** The bedroom area smoke alarm shall be located in the bedroom hall within 10 feet of any bedroom door. In units with more than one bedroom area or with bedrooms on more than one floor, a smoke alarm is required within 10 feet of each bedroom

**Living Area/First Floor:** The living area smoke alarm shall be located in the living room or near the stairway leading to the upper level. The smoke alarm shall not be located in the stairway

**Basement Area:** The basement smoke alarm shall be installed in the basement within 10 feet of the Stairway opening. The smoke alarm shall not be located in the stairway. If installed on an open joist ceiling, the smoke alarm shall be mounted to the bottom of the joists.

Smoke alarms shall be mounted on the ceiling at least 4 inches from the wall or on the wall with the top of the smoke alarm not less than 4 inches or more than 12 inches below the ceiling at its highest point.

Smoke alarms must be mounted per manufacturer instructions and using the proper mounting hardware included. The use of nails, thumbtacks, tape, or Velcro is **not** acceptable

**Where NOT to Place Smoke Alarms**

**Kitchens, Bathrooms, and Near Furnaces:** Could cause nuisance alarms due to steam, cooking, and dust

**HVAC Ducts and Ceiling Fans:** Placing smoke alarms in these areas could cause them not to operate properly due to the smoke not reaching the smoke alarm. Three feet clearance from the tip of the fan blade or HVAC vent is required



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**Placement of Carbon Monoxide Alarms for One and Two Family Residences**

Carbon Monoxide Alarms shall be mounted in every separate sleeping area as per manufacturer specifications and NFPA 720. Carbon monoxide alarms shall be located in the hall or immediate vicinity outside of the bedrooms. Carbon monoxide alarms shall not exceed 10 feet from any bedroom. In the event that the detector exceeds 10 feet from a bedroom, a second carbon monoxide alarm would be required.

**Placement of Fire Extinguishers for One and Two Family Residences.**

At least one portable fire extinguisher shall be installed in all one and two family residences upon sale or change of occupancy.

If there is more than one kitchen in the residence, a second portable fire extinguisher would be required in that area.

The extinguisher shall be listed, labeled, charged, and operable.

The extinguisher shall be no smaller than a **2A:10BC**, rated for residential use, and weigh no more than 10lbs.

The hangers or brackets supplied by the manufacturer must be used. No other mount will be accepted.

The extinguisher must be located within 10 feet of the kitchen, visible, and free of any obstructions. **DO NOT** mount extinguishers under counter tops or inside of cabinetry.

The top of the extinguisher must not exceed 5 feet above the floor and no less than 3 feet above the floor.

The extinguisher must be near a room exit or travel path that provides an escape route to the exterior.

The extinguisher must be accompanied by an owner's manual or written information regarding the operation, inspection, and or maintenance of the extinguisher

The extinguisher must be less than one year old with proof of purchase receipt. If the extinguisher is over one year old, the extinguisher either needs to be serviced and tagged by a licensed service person or replaced.

The extinguisher must be installed with the operation instructions clearly visible