



Borough Of
BROOKLAWN

Camden County, New Jersey

Established 1924

The Borough of Brooklawn is now participating in the Chapter 104 Tax Exemption Program.

On May 29, 1975 the governor signed into law what is known as P.L.1975, C. 104. This law, as amended, permits exemption from taxation for five years of improvements to one and two unit dwellings, including condominiums and horizontal property regime units.

This provides property owners with an opportunity to upgrade their residential properties through modernization or enlargement, without paying Additional real estate taxes on those assessable improvements whose value does not exceed the limit set by the municipality.

This tax exemption stays with the property for five years regardless of revaluation, sale or death of the owner. To qualify, your building must be at least twenty years old. You must file an application at the tax assessor's office within thirty days of completion of the renovations. Applicable building permit and certificate of occupancy requirements must be observed.

BROOKLAWN BOROUGH
REQUIRED INSPECTIONS – CONSTRUCTION PERMITS

REQUESTS FOR INSPECTIONS ARE TAKEN MONDAY THROUGH THURSDAY FROM 8:30 a.m. TO 5:00 p.m. BOROUGH OFFICES ARE CLOSED FRIDAY'S.

PLEASE HAVE THE FOLLOWING INFORMATION AVAILABLE WHEN REQUESTING AN INSPECTION: BLOCK, LOT, PERMIT NUMBER, SITE, ADDRESS, INSPECTION TYPE. PLEASE CALL 856-456-0750 EXT 104.

BUILDING INSPECTIONS: MONDAY'S AND THURSDAY'S – 4:30 TO 5:30 p.m.

ELECTRICAL INSPECTIONS: TUESDAY'S AND THURSDAY'S – 3:30 TO 4:30 p.m.

FIRE INSPECTIONS: MONDAY'S AND THURSDAY'S – 4:30 TO 5:30 p.m.

PLUMBING INSPECTIONS: TUESDAY'S - 9:00 TO 10:00 a.m.

PLEASE INDICATE WHICH TYPE OF INSPECTION YOU ARE REQUESTING:

- Footing (prior to pouring)
- Foundation (prior to backfill. Foundation survey must be submitted)
- Wall Forms
- Slabs
- All slabs prior to pouring
- Underground conduit
- Water and/or Sewer laterals
- Electrical Service
- Air test for gas piping
- Rough Electric
- Rough Plumbing
- Rough Fire (includes fire detection, sprinkler rough-ins and fire stopping)
- Fireplace – Masonry: upon first flue liner set; no face applied
Pre-fab: prior to enclosing unit and/or chimney
- Wall Sheathing
- Sill Plates
- Framing (all other roughs must be approved before this inspection)
- Insulation
- Final Building
- Final Electric
- Final Fire (includes fire alarms, sprinkler, heat-producing equipment and egress)
- Final Plumbing
- Special Inspections: For major construction (when stoppage of work pending inspection is impractical) arrangements may be made in advance for special inspection.
- Aboveground Fuel Storage Tank(s)
- Underground Fuel Storage Tank (s)
- Propane Tank(s)
- Woodburning Stoves
- Swimming Pools**
- Steel or Concrete Collar (prior to pouring)
- Bonding
- Safety Barrier (code-complying fence must be erected and inspected prior to filling pool)
- Final (Building, Electrical and if needed, Plumbing)

WORK SHALL NOT PROCEED TO THE NEXT STEP UNTIL THE REQUIRED INSPECTION(S) HAVE BEEN MADE AND THE WORK IS APPROVED BY BROOKLAWN BOROUGH INSPECTORS.

Before signing the Certification in Lieu of Oath indicating that you are performing the work yourself, please consider the following:

1. The laws requiring new home builders to be registered and contractors in the various trades, such as plumbing or electrical work, to be licensed were adopted to protect homeowners and homebuyers. If you are signing this Certification to provide cover to an unlicensed homebuilder or contractor, you are forfeiting the protection afforded to you under the law. The contractor that you have hired may or may not be qualified. And if you encounter problems with this contractor, the government will not be able to help you because you signed the Certification indicating that you are performing the work yourself.

In the case of the construction of a new home, you are forfeiting your right to a new home warranty. Every new home builder in New Jersey is required to be registered with the State and to give a warranty to each purchaser. The warranty covers almost all defects in workmanship of materials, including appliances, for the first year; plumbing, mechanical (heating and air conditioning), and electrical systems for the first two years; and major structural defects for ten years. Further, the warranty will actually pay for the correction of defects if the builder fails or refuses to do so. By signing the Certification, you are giving up that protection.

2. You are violating the criminal laws of this State if you sign the Certification indicating that you are doing the work yourself when, in fact, you are paying someone else to do it.

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Carbon Monoxide Alarms - What you need to know.

In the April 7, 2003 New Jersey Register, the Department adopted regulations that provide for installation of CO alarms in one- and two-family homes. The purpose of this is to provide the pertinent information from NFPA 720 and UL 2034 for approval of the installation of CO alarms.

As per the regulations, CO alarms are required to be provided in the immediate vicinity of all sleeping rooms in all buildings of Use Groups I-1, R-1, R-2, R-3, R-4, and R-5 that contain fuel-burning appliances or have attached garages. Open parking structures, as defined by the Building Subcode, are not considered attached garages.

UL 2034 and NFPA 720

The CO alarm is required to be manufactured, listed, and labeled in accordance with UL 2034 entitled, "Single- and Multiple-Station Carbon Monoxide Alarms." Each device shall have a label indicating that it meets this requirement.

In the locations specified above, the alarms are required to be installed as follows:

1. The device is permitted to be a battery powered, hard-wired, or plug-in type.
2. If installing an electrically operated device, the AC power source is required to be supplied from either a dedicated branch circuit or the unswitched portion of a branch circuit also used for power and lighting. Operation of a switch (other than a circuit breaker) or a ground-fault circuit interrupter is not permitted to cause loss of power to the alarm.
3. The alarm may be located on the wall, ceiling, or other location as specified in the manufacturer's installation instructions.
4. The device is required to be supported independently of its attachment to wires.
5. For alarms installed in the vicinity of sleeping rooms, the alarm notification appliance is required to be clearly audible in all bedrooms over background noise levels and with all intervening doors closed, with a minimum rating of 85dBA at 10 feet (3m). If the alarm is intended to notify occupants in the same room, the sound pressure level is permitted to be 75dBA at 10 feet.

Under most situations, compliance with the requirements listed above should be acceptable for approval of the installation. However, should a situation arise that is not addressed above, please refer to NFPA 720 for additional installation requirements.

Call Before You Dig...

It's The Law! - 1-800-272-1000

Dear Resident/Contractor,

You have recently applied for a permit to perform work that involves excavating on public or private property. This work may involve home improvements, maintenance work, landscape improvements or any number of other work activities. We understand that completing this work in a timely manner is important, but it is even more important that the work be done safely and in compliance with the law.

Over the years, people have been injured and property has been damaged as a result of inadvertent contact with underground facilities, specifically, gas and electric lines.

Public Service Electric & Gas Company personnel have responded to numerous damages to underground facilities in your town and neighboring communities. Damage to underground facilities occurs for a variety of reasons. Excavators, builders, plumbers, landscapers and even homeowners have all been involved in incidents. Approximately 45% of all contacts with underground facilities occur because excavators have not called for a markout before they begin working. Another 20% of contact accidents occur when an accurately marked facility is struck by an excavator not exercising proper caution while digging.

Most contacts result in service interruptions, some cause property damage, injury, or death. Those found responsible for damaging underground facilities are billed for the cost of repairs and are subject to fines levied by the New Jersey Board of Public Utilities for violation of the Underground Facilities Protection Act.

Requesting a markout so that you are in compliance with the law only takes a phone call. The call is free and the One Call Service personnel will notify participating underground facility owners in your area, such as water, telephone, cable, gas and electric providers to markout their facilities. Please note that you must call at least three (3) business days before you plan to begin your excavation. The New Jersey Underground Facilities Protection Act is the law and it is designed to protect you.

Please call 1-800-272-1000 or visit <http://www.pseg.com/customer/home/safety/dig.jsp> or <http://www.nj1call.org> before you dig and always use extreme caution and care when excavating in the vicinity of any underground facilities.



**Know what's below.
Call before you dig.**

Thanks For Your Help And Cooperation!

**BROOKLAWN BOROUGH
301 CHRISTIANA STREET
BROOKLAWN, NEW JERSEY 08030**

856-456-0750 x 104

856-456-1874 FAX

APPLICATION FOR ZONING/LAND USE

Address: _____

Block _____ Lot _____ Zoning Classification _____

Owner _____ Phone () _____

Address _____ City _____ State _____ Zip _____

A plot plan or survey showing all existing buildings, sheds, pools, driveways, patios, walkways and proposed building/structure shall be submitted.

Setbacks for the proposed building/structure:

Front _____ feet Rear _____ feet Side _____ feet Side _____ feet

Frontage of lot _____ lineal feet Corner lot _____ sq. feet Inside lot _____ sq. feet

Being Constructed _____

Applicant's Signature _____ Date _____

() This application has been examined and found to be in compliance with the Brooklawn Borough's Zoning Ordinance

() This application is rejected because of non-compliance with the following sections of Brooklawn Borough's Zoning Ordinance

Rejected applications can be revised to comply with the Zoning Ordinance or you may apply to the Zoning Board of Adjustments for relief of the zoning Official's decision. Contact the Zoning Administrative Official, Christopher Mecca (856) 456-0750 x 102

Zoning Official _____ Date _____