2026

Borough of Butler

One Ace Road, Butler, New Jersey 07405
973-838-7200 x224 **Zoning@butlerborough.com** Fax: 973-838-3762

CCO APPLICATION for SALE of RESIDENTIAL PROPERTY

CCO # H26-_____

Block_____ Lot_____ Street Address_____

1. **Seller's Name** _____Phone #: _____

   Address *(if other than above)*_____

2. **BUYER'S Name** _____

   Current Address _____CSZ_____Phone #_____

   The buyer intends to Occupy the single family structure_____, or Rent it _____?

3. **Seller's Attorney** _____ Phone #_____

4. **Buyer's Attorney** _____ Phone #_____

5. **Number of dwelling units**____ (**Fee is $200 per residential unit**) **FEE MUST ACCOMPANY APPLICATION.**
   Cash or Check payable to Borough of Butler, 1 Ace Rd. Borough is not permitted to accept credit cards for payment.
   OR you may submit the application and payment directly on-line at: https://www.butlerborough.com/cn/webforms

6. **Property has an Above Ground Pool _____ Built-in Pool _____ Hot tub/Spa _____**

7. If a copy of your survey is available, please attach it to the application.

8. **The proper Smoke/Carbon Monoxide Detectors must be in proper working order. Per Butler Ordinance Chapter 101M(7)(b) there will be a $25 Re-Inspection Fee for each Inspection Failure regarding the Smoke and Carbon Monoxide Detectors. Fee must be paid before the Inspector re-inspects.**

9. Date of Closing_____

10. Your approved CCO is e-mailed to you and to whomever you wish. Please Print Clearly

Email:_____Email:_____

Email:_____Email:_____

Email:_____Email:_____

Seller's Attorney *Buyer's Attorney*

To Set Up an Appointment to Conduct the Inspections, the Fire Inspector must Contact:

Name:_____ Phone:_____

Minimum of 7 Full Business Days Notice Required for Inspections!

Print Applicant's Name **Applicant's Signature** **Date** **$200 Fee/Unit_____ *Enclosed***

See other side for new requirements.

Rev. 7/2026

Selling of Residential Properties in Borough of Butler

Under Borough of Butler Ordinance, Chapter 143-177, a Continued Certificate of Occupancy is required. All structures on the property and the condition of the yard areas must conform to the Borough's Property Maintenance Ordinance Chapter 180. Also included, but not limited to:

1. House number must be clearly visible, at least 2 1/4 inches high and in contrast with the background color.
2. Pools & Hot tubs: Proper fence enclosures and gates. Necessary zoning and construction permits must be on file.

Pools/Hot tubs

1. All pools must have a fence or wall at least 48 inches high around the pool area. Above ground pools at least 48 inches above ground level generally satisfy this requirement. Fences must meet the minimum state requirements.
2. All gates having access to the pool area must be at least 48 inches in height, opening out, self-closing, self-latching. The release must be at least 54 inches above ground level. This applies to above ground pools, too.
3. If there are no permits for the pool and/or a hot tub, the CCO will not be issued until the permits are procured and satisfactory inspections are done by the Building Department.

Smoke and Carbon Monoxide Detectors & Fire Extinguisher Certification Requirements

Smoke Alarms. Any home constructed with 110-volt electrically powered, interconnected smoke alarms must maintain that system in working order and may **not** be converted to battery-operated alarms.

All smoke alarms must be less that 10 years old and UL listed. Any new smoke alarm **must** be a sealed 10-year life unit.

Any home constructed prior to the code requirements for 110-volt powered smoke alarms must have at least one (1) battery-operated smoke alarm on every level of the home, including the basement and habitable attic. Additional alarms would be required in attics and crawl spaces under the home if they contain the boiler/ furnace, water heater or other combustion-producing appliances.

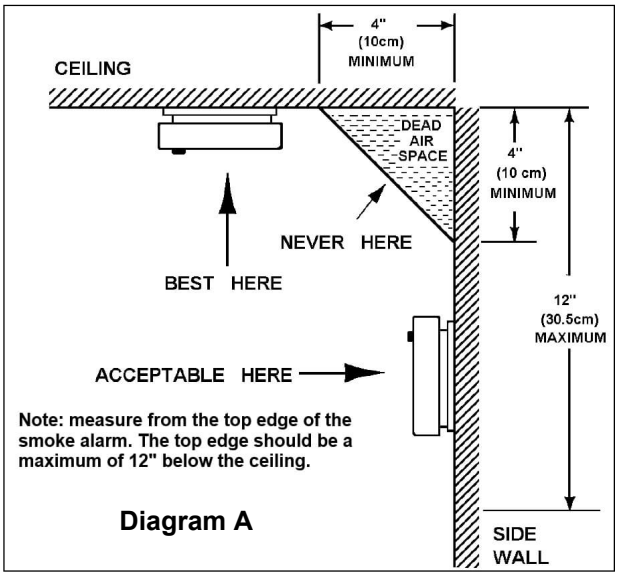


Diagram A

All smoke alarms must be permanently mounted to the ceiling. If ceiling mounting is not possible, the alarm should be permanently mounted on the wall, at least four (4) inches down from the ceiling, with the bottom of the alarm within twelve (12) inches of the ceiling. Smoke alarms must be at least four (4) inches away from the **wall/ ceiling corner** (see Diagram A).

Smoke alarms are required to be located in the hallway/outside bedrooms within ten (10) feet from all bedroom doors (Diagram B).

Basement smoke alarms should be located in close proximity to the bottom of the basement stairs.

When required, crawl space and attic smoke alarms should be located within arm's reach of the entrance to the space.

Do NOT install detectors in the attic unless it's a finished room. Variations of temperature will cause erroneous detector activation.

Do NOT mount detectors in the stairway or at the top of the basement stairs.

Do NOT mount detectors in kitchen as they may often result in many nuisance alarms.

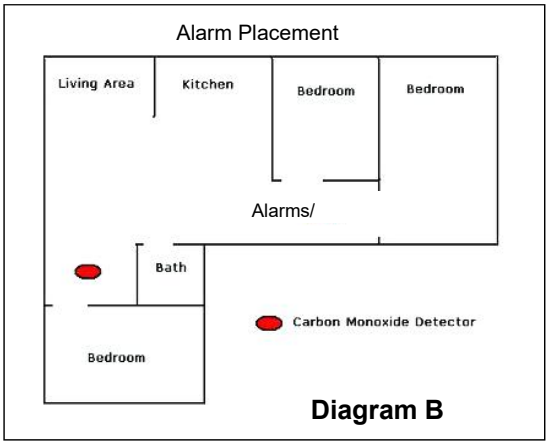


Diagram B

Carbon Monoxide Alarms must be located on all levels that have bedrooms. They are required to be located in the hallway/outside bedrooms within ten (10) feet of all bedroom doors.

Carbon monoxide alarms may be electrically hardwired as part of the smoke alarm system, electrically powered plug-in type, or battery.

Combination smoke/carbon monoxide alarms must be permanently mounted to the ceiling at least four (4) inches away from the ceiling/wall corner.

Battery operated carbon monoxide alarms must be permanently mounted in accordance with the manufacturer's instructions (normally wall mounted, approximately four (4) to six (6) feet above floor level.)

Plug-in electrically powered carbon monoxide alarms may be plugged directly into an electrical outlet that is located in the hallway/outside the bedroom and within ten (10) feet of the bedroom doors.

FIRE EXTINGUISHERS ARE NO LONGER REQUIRED.

NEW STATE REQUIREMENT

Secondary Power Source Identification Label

- A residential structure must have a label installed within 18 inches of both the main electrical panel and the electric meter warning of the dangers associated with secondary power sources.
- A secondary power source may include permanently installed internal combustion generators, solar panels, battery storage systems, or any other supplemental source of electrical energy to primary power supply.
- The label must be marked with the wording similar to **"CAUTION: MULTIPLE SOURES OF POWER"** and may not be handwritten. A label compliant with ANSI Z535.4 will meet the requirement of this law.

