



**UNIFORM CONSTRUCTION CODE OFFICE**

401 Main Street, Mantua, New Jersey 08051

**PHONE: (856)468-9050**

**FAX: (856) 468-7267**

**A Housing Certificate is required for human habitation of all existing dwelling units in the Township of Mantua before a change in occupancy of any such unit is affected.**

**Application for a Housing Certificate for change in occupancy shall be made to the Construction Office, on a form provided by the Construction Official. Such application to the Construction Office shall be accompanied by a fee of sixty (60.00) dollars, and must be made in person. If application is mailed, it shall be the responsibility of the applicant to follow up with a phone call to schedule the inspection.**

**Upon correction of any violation, the applicant shall apply, in person, for a re-inspection of any violations. A fee of thirty (30.00) dollars shall accompany a request for re-inspection.**

**In addition to the requirements for a Housing Certificate, (see Township Ordinance 95, Housing Standards), it shall also be required that each dwelling unit have installed therein, a minimum of one (1) approved, listed and labeled smoke detector per floor, and one (1) carbon monoxide detector per floor containing bedrooms. The C.M. detector shall be within ten (10) feet of bedroom doors. A fire extinguisher is required to be installed in the kitchen. See our office or your agent for instructions on the installation.**

**Any questions concerning Housing Certificates should be directed to the Construction Official at the above listed phone number.**

**JAMES T. GALLAGHER  
Construction Official  
Mantua Township**

**NOTE; A HOUSING CERTIFICATE IS NOT REQUIRED FOR REFINANCING.**

**A CERTIFICATE OF OCCUPANCY IS NOT REQUIRED FOR A COMMERCIAL PROPERTY EXCEPT AS PART OF ALTERATIONS OR FOR A CHANGE OF USE**