



CITY OF PLAINFIELD

DEPARTMENT OF PUBLIC WORKS & URBAN DEVELOPMENT
DIVISION OF INSPECTIONS
AUDREY COUNTS, DIRECTOR
515 WATCHUNG AVENUE
PLAINFIELD, NJ 07061

Phone: (908) 753-3386 ~ Fax: (908) 226-2580
E-mail: audrey.counts@plainfieldnj.gov
Website: www.plainfieldnj.gov



ADRIAN O. MAPP
MAYOR

OREN K. DABNEY, SR.
DEPARTMENT DIRECTOR

Certificate of Compliance for SALE Application

Pursuant to Section 6:5-2 of the Plainfield Municipal Code, a Certificate of Compliance is required prior to the sale, transfer, rent or lease of property. Please complete the following application and arrange for inspection prior to occupancy.

FEES		For Office Use Only	
COMMERCIAL UNIT	\$300.00	Inspector:	
FIRST RESIDENTIAL UNIT	\$50.00	Appt. Date:	Appt. Time:
EACH ADDITIONAL UNIT (at same location)	\$25.00	Fee Paid: \$	Check/MO #:
		Receipt #:	Certificate #:

Date of Application:		Address of Property:	
Apt. & Unit #:	Block:	Lot:	
Legal Occupancy of the entire property (# of units):		Closing Date:	
No. of Bedrooms:	No. of Carbon Monoxide:	Garage: Attached/Detached (1 or 2)	
No. of Bathrooms:	No. of Smoke Detectors:		

Property located in Flood Zone: Yes No	Name of Flood Zone:
Property located in a Historic District: Yes No	Name of Historic District:
New Construction or Rehabilitation: Yes No	Renovation work requiring a permit: Yes No
Permit Issued: Building Electric Fire Mechanical Plumbing (circle all that apply)	
Name of Garbage Hauler: PMUA (Plainfield Municipal Utilities Authority)	Other (please list name):

For multiple dwellings of 3 or more units, the applicant must provide a copy of the current Certificate of Inspections from the NJ Bureau of Housing Inspection.

Owner of Property:	
Address of Property Owner:	
Owner/Applicant E-mail Address:	
Phone Number:	
Signature of Applicant:	

Buyer's Name:	
Address of Buyer:	
Buyer's Phone Number:	Buyer's E-mail Address:
Real Estate Agent:	Agent Phone Number:
Signature of Applicant:	

Inspection time is from 10am – 12:30 pm.

Please make sure someone is there during that time; there is a \$25.00 NO SHOW FEE.



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AFFIDAVIT

STATE OF NEW JERSEY: ss.
COUNTY OF UNION

I, _____, of full age residing at _____
being duly sworn according to the law, upon his/her oath deposes and says:
That I am the purchaser of the property known as _____
Block _____ Lot _____, I have been provided with a list of violations and assume responsibility for
the abatement of all violations. I have been advised a re-inspection for compliance of the outstanding violations
will be performed on _____.

Sworn and subscribed to:

Before me this _____ day:

of _____ (date):

Notary Public of New Jersey

Purchaser's Signature



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Department of Public Works & Urban Development

Division of Inspections
515 Watchung Avenue
Plainfield, NJ 07060

Phone: (908) 753-3386
Fax: (908) 226-2580

CERTIFICATE OF COMPLIANCE REQUIREMENTS

IF CLOSING WITH A TEMPORARY CERTIFICATE OF COMPLIANCE YOU MUST FIRST PROVIDE THIS OFFICE WITH THE FOLLOWING:

1. SIGNED / NOTARIZED BUYER'S AFFIDAVIT
2. ESCROW (\$500.00 per unit – must be a certified check or money order)
3. CERTIFICATE ON HEATING SYSTEM/UNIT
*(must be on certifier's letterhead and include license number)
4. ANY / ALL BOLD ITEMS MUST BE ABATED AND RE-INSPECTED PRIOR TO RECEIVING THE TEMPORARY CERTIFICATE
5. SUBMIT ANY / ALL PERMITS REQUIRED WITH CHECK MADE PAYABLE TO **CITY OF PLAINFIELD.**
6. SMOKE DETECTOR, CARBON MONOXIDE, AND FIRE EXTINGUISHER CERTIFICATE
7. For multiple dwellings (3 or more units) the applicant must provide a copy of the current Certificate of Inspections from the NJ Bureau of Housing Inspection
8. Provide Closing Date

IF CLOSING WITH A CLEAR CERTIFICATE YOU MUST PROVIDE THIS OFFICE WITH THE FOLLOWING DOCUMENTS:

1. CERTIFICATE ON HEATING SYSTEM/UNIT
*(must be on certifier's letterhead and include license number)
2. SMOKE DETECTOR, CARBON MONOXIDE, AND FIRE EXTINGUISHER CERTIFICATE
3. For multiple dwellings (3 or more units) the applicant must provide a copy of the current Certificate of Inspections from the NJ Bureau of Housing Inspection