

REQUIREMENTS FOR A CERTIFICATE OF COMPLIANCE

In order to be granted a Certificate of Compliance for two family use, the following criteria and requirements **must** be met:

1. The two family dwelling must be **OWNER OCCUPIED**.
2. The two family dwelling must have two on-site parking spaces per dwelling unit (a total of (4) car on-site parking). Parking area shall be paved with asphalt, concrete or other similar permanent material.
3. The two family dwelling will be required to have only **one front entrance**. All other entrances will be on the side or in the rear of the dwelling. A front entrance leading to a foyer to the two dwelling units is acceptable.
4. A Certificate of Occupancy must cover the portion of the dwelling used as the accessory apartment.
5. Smoke detectors must be installed in the accessory unit.
6. Cooking area must be fireproofed.
7. Each room must have at least 2' x 2' window area. This window must be no more than 36" above the floor.
8. All ceilings must be a minimum of 7'6".
9. All stairways must have handrails.
10. Stairway between units or hallways must have ¾ hr. fire rating (1/2" type sheetrock under stairs)
11. Solid Metal or wooden door must be installed in each apartment entrance.
12. The exterior of the house must be in good condition.
13. The yard must be adequately maintained and free of debris.
14. There must be interior access between the two dwelling units.
15. Sewers must be installed.