



**To:** Fire Officials  
**From:** Louis Kilmer, Chief  
**Date:** January 6, 2014  
**Subject:** Multiple Dwelling Inspection Agency Update

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### **NON-LIFE HAZARD USE HOTELS, MOTELS, AND MULTIPLE DWELLINGS**

As of December 2013 the following LEAs have elected to perform cyclical inspections in Non-LHU hotels, motels, and multiple dwellings as required by the Regulations for the maintenance of Hotels & Multiple Dwellings. In these LEAs, the Bureau of Housing Inspection will not cite any violations of the UFC, but will cite an owner for failure to have a **current\*** certificate of inspection issued by the LEA. The LEAs will be expected to enforce the entire UFC and are required to inspect the interior of all dwelling units at least once during the five (5) year cycle. This includes all condos and co-ops that are registered with the Bureau of Housing Inspection as multiple dwellings.

**In those municipalities where there are multiple enforcing agencies** (fire districts), all the LEAs must agree to perform these cyclical inspections or BHI will retain jurisdiction for enforcement throughout the municipality. If your district does not appear on this list, it is because one or more district LEAs has elected not to perform these cyclical inspections.

Requests to be included or dropped from this program should be sent in writing to the Division of Fire Safety, Bureau of Fire Code Enforcement, P.O. Box 809, Trenton, NJ 08625-0809, attention Glenn Smyth. Glenn can be reached at 609 633-6103. This update will be distributed twice a year, in January and July. Changes can be mailed to the Division at any time, however an LEA listed on the most current update will continue to have inspection responsibility until removed by a subsequent update. The deadline for submitting changes for the July update is June 30, 2014.

**\*Note:** BHI inspectors will consider **current** any Certificate of Inspection issued during the year prior to their inspection. BHI will also consider **current** any Certificate of Inspection containing an **issue date** and an **expiration date** spanning the period of time (not to exceed five years) that includes the date of their inspection. Fire Officials performing these cyclical inspections are **urged** to include issue date and expiration date on their Certificates.