

**CITY OF NORTHFIELD, NJ
ORDINANCE NO. 8-2024**

**AMENDING CHAPTER 215 GOVERNING LAND USE DEVELOPMENT
AND CHAPTER 275 OF THE CITY OF NORTHFIELD MUNICIPAL
CODE, ENTITLED RENTAL UNIT REGISTRATION**

WHEREAS, City of Northfield Code Chapter 215 governs land use development;
and

WHEREAS, City of Northfield Code Chapter 275 governs rental unit registration;
and

WHEREAS, the Council for the City of Northfield desires to amend various and
assorted sections and sub-sections of Chapters 215 and 275 of the Northfield Code;
and

NOW THEREFORE BE IT RESOLVED by the Mayor and City Council of the
City of Northfield, County of Atlantic, and State of New Jersey that Chapters 215
and 275 of the Code of the City of Northfield are hereby amended as follows (added
text underlined; deleted text ~~stricken~~):

SECTION 1

CHAPTER 215-5 Terms Defined.

BOARDING- OR LODGING HOUSE

Any dwelling for hire in which two or more persons are housed or
lodged, with or without meals. This definition notwithstanding, a
certificate of occupancy compliance issued by the Construction Official
is required for any dwelling for hire.

SECTION 2

**CHAPTER 215-77 Improvements required prior to issuance of certificate of
compliance ~~occupancy~~.**

A. No agent, agent of an owner, real estate agent or broker, firm, company,
partnership, corporation or person or persons shall sell, rent, transfer, grant, lease,
let, mortgage with right of occupancy or otherwise dispose of the ownership or
occupancy, whether or not for a consideration and whether such disposal or
occupancy is temporary or permanent, of any dwelling unit, mobile home or
apartment, unless a certificate of occupancy compliance is issued certifying that
said dwelling unit or apartment is fit for human habitation and that said dwelling
unit or apartment is in compliance with all applicable local, State and Federal laws,
rules, regulations and ordinances ~~of the City of Northfield~~; which shall first be

obtained from the construction official or his designee inspector, who shall issue a certificate of ~~occupancy~~ compliance upon inspection and approval by the Construction Official or his designee inspector within 10 days from the date of the filing of the application for same.

B. No such vacated apartment or dwelling unit shall be rented or occupied in whole or in part by any new owner or tenant until an inspection has been made by the aforesaid public official as to whether said dwelling unit or apartment is in violation of any of the applicable laws of the City of Northfield, the State of New Jersey or the United States of America. If no such violation is found, the Building Department shall issue a certificate of ~~occupancy~~ compliance; otherwise, it shall notify the owner, in writing, setting forth the specific violations found.

C. NO CHANGE

D. The Construction Official, or his designee inspector, shall cause to be prepared the appropriate application form for such a certificate of ~~occupancy~~ compliance, which forms shall be available to applicants at the Building Department.

E. NO CHANGE

F. A "dwelling unit" or "apartment," as those terms are used in this section, shall not include any room or suite of rooms in a motel or hotel unless the units rented in said hotel or motel shall contain two or more units having eating and cooking facilities. In such event, the units containing such facilities shall be considered multiple dwelling units; provided, however, that this subsection shall not preclude the requirement that a certificate of ~~occupancy~~ compliance be issued upon a sale of the hotel or motel specified herein.

G. NO CHANGE

H. At the time of inspection of each unit or single-family dwelling prior to the issuance of said certificate of ~~occupancy~~ compliance, the Building Department shall post, in a conspicuous place in said apartment or dwelling, a notice stating the number of persons which shall be permitted to occupy said apartment as residents therein, pursuant to the City of Northfield Code, and in no event shall residency in excess of said posted number be exceeded by either the landlord or the tenant. For the purpose of determining residency, any person who sleeps upon the premises or generally dwells therein for more than two successive days or nights shall be considered to be residing on the premises.

SECTION 3

CHAPTER 275 Rental Unit Registration

§ 275-1 Definitions – NO CHANGE

§ 275-2 Housing Officer – NO CHANGE

§ 275-3 Registration required; fee.

- A. NO CHANGE
- B. NO CHANGE
- C. NO CHANGE
- D. A rental unit, apartment, or dwelling unit, as those terms are used in this section, shall not include any room or suite of rooms in a motel or hotel unless the units rented in said hotel or motel shall contain two or more units having eating and cooking facilities. In such event, the units containing such facility shall be considered rental units or dwelling units within the meaning of this section. This subsection shall not preclude the requirement that a certificate of ~~occupancy~~ compliance be issued upon a sale of the hotel or motel specified herein.
- E. NO CHANGE

§ 275-4 Inspections; fee. – NO CHANGE

§ 275-5 Certificates of ~~occupancy~~ compliance; fee.

- A. No agent, agent of an owner, real estate agent or broker, firm, company, partnership, corporation or person or persons shall sell, rent, transfer, grant, lease, let, mortgage with right of occupancy or otherwise dispose of the ownership or occupancy, whether or not for a consideration and whether such disposal or occupancy is temporary or permanent, of any dwelling unit, mobile home or apartment, unless a certificate of ~~occupancy~~ compliance is obtained certifying that said dwelling unit or apartment is fit for human habitation and that said dwelling unit or apartment is in compliance with all applicable local, State and Federal laws, rules, regulations and ordinances ~~of the City of Northfield~~, which shall first be obtained from the Construction Official, Housing Officer or his designee inspector who is authorized to issue a certificate of ~~occupancy~~ compliance upon inspection and approval by the Construction Officer, Housing Officer or his designee inspector within 10 days from the date of the filing of the application for same.
- B. No such vacated apartment or dwelling unit shall be rented or occupied in whole or in part by any new owner, occupant or tenant until an inspection has been made by the aforesaid public official as to whether said dwelling unit or apartment is in violation of any of the applicable laws of the City of Northfield, the State of New Jersey or the United States of America. If no such violation is found, the Building Department shall issue a certificate of ~~occupancy~~ compliance; otherwise, it shall notify the owner, in writing, setting forth the specific violations found.
- C. NO CHANGE.
- D. The Construction Official, Housing Officer or his designee inspector shall cause to be prepared the appropriate application form for such a certificate of ~~occupancy~~ compliance, which forms shall be available to applicants at the Building Department.
- E. NO CHANGE
- F. A dwelling unit or apartment, as those terms are used in this section, shall not

include any room or suite of rooms in a motel or hotel unless the units rented in said hotel or motel shall contain two or more units having eating and cooking facilities. In such event, the units containing such facilities shall be considered multiple dwelling units; provided, however, that this subsection shall not preclude the requirement that a certificate of occupancy compliance be issued upon a sale of the hotel or motel specified herein.

- G. At the time of inspection of each dwelling unit or apartment prior to the issuance of said certificate of occupancy compliance, the Building Department or Housing Officer shall post, in a conspicuous place in said apartment or dwelling, a notice stating the number of persons which shall be permitted to occupy said apartment or dwelling as residents therein, pursuant to the City of Northfield Code, and in no event shall residency in excess of said posted number be exceeded by either the landlord or the tenant. For the purpose of determining residency, any person who sleeps upon the premises or generally dwells therein for more than two successive days or nights shall be considered to be residing on the premises.
- H. In the event that an application for a certificate of occupancy compliance is made for a dwelling unit that is in an Adult Housing District as defined by Chapter 215, Land Use and Development, § 215-157, an affidavit of compliance will be required by both the landlord and tenant prior to the issuance of a certificate of occupancy compliance. The affidavit of compliance shall be in a form prepared by the Zoning Department of the City of Northfield, which shall confirm that the owner and tenant are aware of the fact that the dwelling is located in an Adult Housing District, and the affidavit of compliance shall indicate that the adult housing age is restricted to 55 years of age for the primary resident or one of the spouses with not more than one dependent child not less than 18 years of age. It shall be the responsibility of both the owner and any tenant that the adult housing laws are complied with. In the event that any owner or tenant violates this subsection, said owner and tenant shall be subject to the violation and penalty section contained in § 275-9. [Added 12-18-2001 by Ord. No. 24-2001]

§ 275-6 Rental registration forms. – NO CHANGE

§ 275-7 Amended registration forms. – NO CHANGE

§ 275-8 Payment of taxes and charges required.

No rental unit, apartment and/or dwelling unit shall be issued a certificate of occupancy compliance unless all municipal taxes, sewerage and other municipal assessments are paid on a current basis.

§ 275-9 Short-term rentals prohibited. – NO CHANGE

§ 275-10 Enforcement; violations and penalties. – NO CHANGE

SECTION 4. If any portion of this Ordinance is for any reason held invalid or

unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent portion, and such holding shall not affect the validity of the remaining portions hereof.

SECTION 5. All ordinances or parts of ordinances inconsistent herewith are repealed as to such inconsistencies.

SECTION 6. This Ordinance shall take effect immediately upon final passage and publication in the manner according to law.

Mary Canesi, RMC, Municipal Clerk

Erland Chau, Mayor

The above Ordinance was introduced and passed on its first reading at a regular meeting of the Common Council of the City of Northfield, New Jersey held on June 25, 2024, and was taken up for a second reading, public hearing and final passage at a meeting of said Council held July 16, 2024, in Council Chambers, City Hall, Northfield, New Jersey.

FIRST READING: June 25, 2024
PUBLICATION: June 29, 2024
SECOND READING: July 16, 2024
PUBLICATION: July 20, 2024