



# **RENTAL DWELLING REQUIREMENTS**

Owners of rental properties need to be aware of all current state and municipal requirements. Please take a moment to read this list of required documents, inspections, and paperwork, and make sure you take the steps that are required for you to comply.

## **A. Landlord Registration:**

1. **Owners of one or two family, non-owner occupied, rental properties, either seasonal or long-term rentals:** must register their rental unit/s, **yearly**, with the Borough using the Landlord Registration Form, that can be found on the Annual Mailer or Municipal Clerk's pages of the Borough's website. Please complete it and mail it back to the Borough, along with all other required applications and paperwork, and label the envelope to the attention of the Clerk's office.
2. **Owners of multiple dwelling units, hotels, and condos:** are required, to annually recertify the property's "Certificate of Registration" with the Department of Community Affairs (DCA).

## **B. Certification of Smoke Detector, Carbon Monoxide Alarm, & Fire Extinguisher Inspection (Fire Safety Inspection):**

1. **Owners of any rental properties, renting their property this year:** must submit the attached Fire Safety Inspection application, that can be found on the Annual Mailer or Municipal Clerk's pages of the Borough's website, one for each rental unit, along with payment for each inspection, to the Clerk's office, at Borough Hall. Seasonal rentals, **MUST** be inspected before May 31<sup>st</sup>. Long term rentals are inspected prior to a change in tenant. Inspection requirements can also be found on the Annual Mailer or Municipal Clerk's pages of the Borough's website, for your reference.

## **C. Liability Insurance:**

1. **Annual registration of the certificate of insurance:** Proof of insurance must be submitted, to the Clerk's office, yearly. **State law, P.L. 2022, c. 92:** institutes a minimum liability insurance requirement for owners of rental units. The law requires that owners of one or more rental units, maintain liability insurance for negligent acts and omissions in an amount of no less than \$500,000 for combined property damage and bodily injury to or death of one or more persons in any one accident or occurrence. However, **owner-occupied**, two-family, three-family, or four-family homes are subject to a lower \$300,000 coverage minimum.

## **D. Lead-Based Paint in Rental Dwellings Inspection:**

1. **New state law, P.L. 2021, c.182:** requires lead-based paint inspections of rental properties. However, certain dwellings are exempt from this requirement; these include:
  - a. Dwellings constructed during or after 1978
  - b. Single- and two-family seasonal rentals: rented for less than six months duration each year, by tenants that do not have consecutive lease renewals **(THIS EXEMPTION DOES NOT EXTEND TO SEASONAL RENTALS WITH THREE OR MORE UNITS)**
  - c. Dwellings that are certified to be free of lead-based paint
  - d. Multiple dwellings, that have been registered with the Dept. of Community Affairs (DCA), for at least 10 years, either under current or a previous owner,



and have no outstanding lead violations from the most recent cyclical inspection under the "Hotel and Multiple Dwelling Law" P.L. 1967, c.76

- e. Other exemptions listed on the DCA website. Refer to <https://www.nj.gov/dca/divisions/codes/resources/leadpaint.html> for more information and a complete list of exemptions.

2. **Those that are not exempt:**

- a. **Owners of one or two-family, long-term rentals:** Your 2024 Landlord Registration (form attached), will be reviewed by the Borough. Owners whose properties are not exempt, per the DCA list of exemptions, will be contacted by the Borough's Construction Dept. to discuss how to set up a lead inspection. Owners/landlords can choose to directly hire a certified lead evaluation contractor to perform these evaluations, or have the Construction Official perform the inspection. A list of Certified Lead Evaluation Contractors can be found on the DCA website.
- b. **Owners of multiple dwelling units, hotels, and condos:** The Borough will review your Certificate of Registration, that you filed with the DCA, to determine if your property is or is not exempt. Owners will be contacted to discuss completing a lead inspection, if required.

3. Need guidance: refer to the DCA's website and feel free to call 609-492-0111, x210, or x225, or email [mbunce@beachhaven-nj.gov](mailto:mbunce@beachhaven-nj.gov) with any questions.