

EXTERIOR INSPECTION REQUIREMENTS

EXTERIOR INSPECTION SCOPE

The exterior inspection includes sidewalks, walkways, driveways, driveway aprons, steps and pavers. All exterior areas must be safe and passable, free of cracks, free of uneven or raised surfaces, free of deterioration, and free of trip hazards in order to be approved. If issues are identified, repairs must be completed and the property re-inspected before settlement.

INITIAL INSPECTION

The estimated timeframe for inspection and response is 7–10 business days, weather and workload permitting. An email report will be provided outlining the inspection outcome. Presence is not required for the exterior inspection.

REPAIRS AND RE-INSPECTIONS

All required repairs must be completed before approval, and a re-inspection is required before final approval is granted. Please contact Kristin at k.melvin@audubonnj.com to schedule the re-inspection after work has been completed. The estimated timeframe for inspection and response is 7–10 business days, weather and workload permitting.

POLICY ON 30-DAY CERTIFICATE OF OCCUPANCY

A 30-Day Certificate of Occupancy (CO) will be issued only in exceptional circumstances, such as severe weather or limited contractor availability due to factors beyond the seller's control. Each request is reviewed on a case-by-case basis and may be approved only when all reasonable efforts have been made to complete the required work, but completion is not possible due to extraordinary conditions. Whenever possible, all required work should be completed before settlement.

REPAIR MARKINGS AND REPORT

Areas requiring repair are marked with green spray paint. A green dot indicates the entire block must be replaced, while a green line indicates only the damaged section requires replacement. The report may list "Lift/Replace" or "Remove/Redo" when either option is acceptable. The notation (M) indicates that multiple blocks require repair. Pavers are not marked with spray paint, but will be identified in the inspection comments.

If the Raised Joint Box option is selected, the joint must be ground down completely to eliminate the trip hazard in accordance with green line markings. If the block cannot be adequately ground down to remove the hazard, the affected blocks must be removed and replaced. Ramping is not an acceptable repair method and will result in a failed inspection.