



BOROUGH OF PARKESBURG

315 West First Avenue
Building 1
Parkesburg, PA 19365
610-857-2616 FAX 610-857-1102
admin@parkesburg.org

APPLICATION FOR RENTAL INSPECTION

Owner/Applicant: _____ Date: _____

Owner's Address: _____

Phone: (H) _____ (W) _____

Dwelling Address: _____

Number of Units: _____ Number of Occupants: _____

Names of Occupants:

Applicant's Signature

***Fee Schedule Attached
Please make checks payable to "Parkesburg Borough"***

For Borough Use Only:

Date Received: _____ **Amount Received:** _____

Check No: _____ **Cash:** _____



Borough of Parkesburg

Rental Inspection Fees

1. **Application Fees.** The Application fee is due at the time the Application is filed. A separate Application is required for each separate building and/or property. The Application fee shall be a total of all of the following applicable charges for all of the Rental Units which are in the same building and/or on the same separately owned property and to be inspected pursuant to the Application.

\$15.00 for the first Rental Unit;

\$10.00 for each additional Rental Unit;

\$ 5.00 for each Rooming Unit in the same building as a Rental Unit to be inspected pursuant to the Application; and

\$15.00 for each Rooming House with no Dwelling Unit to be inspected pursuant to the Application plus \$5.00 per Rooming Unit.

2. **Inspection Fees.** The initial inspection fee is due at the time the Application is filed. The re-inspection fee is due at least two (2) business days prior to the reinspection. The Units which are in the same separately owned building and/or property and to be inspected pursuant to the Application.

\$60.00 for the initial inspection of a single Rental Unit with no other Rental Unit to be inspected, at the same time, pursuant to the Application, and \$50.00 for each re-inspection;

\$50.00 for the initial inspection and \$40.00 for each re-inspection of each Rental Unit in the same building with another Rental Unit to be inspected, at the same time, pursuant to the Application;

\$50.00 for each Rooming House plus \$10.00 for each Rooming Unit or initial inspection and for each re-inspection; and

\$25.00 for each inspection and each re-inspection of the common area(s) of an apartment building or condominium.

**Please note: Application fees and inspection fees are both required at the time of registration.*

RENTAL USE & OCCUPANCY INSPECTION CRITERIA

EXTERIOR

1. Sidewalk to public right-of-way only
2. Stairs/Handrail—2003 International Property Maintenance Code. Section 306 requires that “Every exterior and interior flight of stairs having more than four risers, and every other portion of the stair, landing, balcony, porch, deck, ramp or other walking surface which is more than 30 inches above the floor or grade below shall have guards. Handrails shall not be less than 30 inches nor more than 42 inches high, measured vertically above the nosing of the tread or above the finished floor of the landing or walking surface. . .”
3. Grass—Trimmed under 6 inches
4. House Numbers—2003 International Property Maintenance Code Section 306 requires numbers to be visible from the street
5. Electrical Receptacles—Must comply with the 2003 International Property Maintenance Code—GFI Outlets within 6' of any water source
6. Vent Caps—Must be above grade, with the exception of those built into sidewalks

INTERIOR

1. Sump Pumps—Sump pumps may not be connected or discharged into the sanitary sewers
2. Furnaces—Heater in working condition; all furnaces must have emergency shutoff switch at stairway entrance
3. Smoke Detectors—2003 International Property Maintenance Code requires that “...In all residential occupancies, smoke detectors shall be required on every story of the dwelling unit and in each bedroom...” – may be battery operated
4. Relief Valves on Boilers/Water Heaters—All hot water heaters and boilers must have relief valves extended to within six inches of the floor elevation
5. Electrical Receptacles—Ground Fault Interrupter (GFI) in kitchen, bathroom and laundry room or anywhere within 6' of a water source
6. Door Locks—All locks must work freely
7. Windows in good condition
8. Stairs/Handrails—See Item #2 - Exterior above
9. Electrical Underwriter Certification on new installation