

## **GENERAL GUIDELINES FOR RENTAL OCCUPANCY PERMITS IN BOROUGH OF PINE GROVE**

This list is to be used as a general guideline and NOT a complete list of items inspected as additional inspections, requirements, etc. may be required.

1. A working smoke alarm shall be installed on each floor of the structure, plus one (1) in each sleeping area, conditioned attics, and basement. Also one (1) working carbon monoxide detector is required where fossil fuels are being consumed.
2. All utilities must be working-electricity, water and sewer.
3. Heating system must be operational, capable of maintaining a temperature of 62 degrees throughout the property when the outside temperature is 32 degrees. Portable heaters shall not be permitted as required heating system.
4. Plumbing system must be operational with no leaks.
5. Electrical breaker box must be grounded, minimum of two (2) electrical outlets per room-3 prong. GFI outlet required within six (6) feet of water discharge.
6. Hand rails must be in place on all staircases exceeding three (3) risers. Including: attics, basements, etc.
7. No holes in ceilings, walls, and floors regardless of size. Must be repaired with fire rated patching such as drywall, spackling, etc. (Holes above drop ceiling need must be repaired in the same manner)
8. Roofs shall be free of leaks. No tarps permitted.
9. One window per room shall be operational. May be exemptions based on structure.
10. Premises identification, approved numbers shall be provided as an address and must be positioned as to be plainly visible and legible from the street or road fronting property. A minimum if 2 ½ inch high numbers is required.
11. Attached garages and other structures will be inspected.
12. There must be ample egress from the structure. No doorways can be blocked in any way as to omit egress.
13. No permit is to be issued in event of delinquency of garbage/refuse account, taxes, sewer or any other accounts with the borough on any properties owned by the individual attempting to get a
14. Residence will be free of any debris and dirt. Residence with carpeting must be kept clean. There shall be no pet feces within the residence and yard area. Yards, walkways and all steps shall be free of excess debris. Yards must be kept clean and passable.

Permits shall not be issued for occupancy prior to thirty (30) days from the date of the expected occupancy.