

PROPERTY MAINTENANCE CODE SUMMARY

This summary of the Reading Property Maintenance Code provides you with a checklist of some of the code standards City Inspectors will be looking at during the inspection. This is not a complete copy of the code. The Reading Property Maintenance Code is available on the City of Reading website at: www.readingpa.gov.

For questions and additional information, please call 877-727-3234.

FIRE AND SAFETY

- A 3 lb. ABC Fire Extinguisher is required in all kitchens.
- Smoke detectors:
 - Are required on all levels of premises including attics and basements.
 - Must be installed inside all sleeping areas, as well as one outside of all sleeping areas.
 - **In buildings with three or more units:** must be AC powered with battery back-up, inter-connected on every floor of public halls, basements, and common areas.
- Carbon Monoxide Alarms:
 - Are required in all residential, apartment units and multifamily dwellings that use fossil fuel-burning appliances or have attached garage.
 - Must be installed in a centrally located area near bedrooms and the fossil fuel-burning appliance and on every level of a dwelling unit, including basements. Exception: unfinished attics and crawl spaces.

IMPORTANT: All systems, devices, and equipment must be installed in accordance with City of Reading Codes.

- All buildings with three or more units and/or three or more floors must have an approved second means of egress (e.g., fire exit, fire escape).
- All means of egress shall have an unobstructed path, proper walking surfaces, and safety rails.

EXTERIOR

- All buildings must be in sound condition and in good repair.
- All accessory structures (e.g., fences, retaining walls, garages) shall be maintained in good repair.
- All surfaces must be free of rust, loose, rotted material, and peeling paint, and be properly coated to prevent deterioration.
- Street number must be visible at front and rear of property.
- Rain gutters and down spouts must be in place and in good repair.
- Hand and safety rails must be in place.
- Steps and walking surfaces must be in good repair.
- Approved trash receptacles and containers with lids.
- Grass and weeds must be maintained at less than 6" throughout the entire property.
- Graffiti must be covered or removed.
- All exterior openings must be protected against rodent entry.

INTERIOR

- All floors, walls, and ceilings must be in good repair.
- All windows and window locks must be free of cracks and in good working order.
- Window/door screens are required and must be available from May 1 to September 30.
- All hand and safety rails must be in place.
- All exterior locks, including Hasp locks, must be removed from all interior doors.
- All basement walls must be in good repair.
- Water heater and furnaces must have proper drip legs.
- Any water heater without legs must be on a 2" concrete pad.
- Water meter must have grounding jumper.
- Plumbing fixtures must be supplied with public and/or approved private system.
- Heating facilities must be present to supply heat at 68° F in all habitable rooms and/or areas.
- All electrical equipment, wiring, and appliances shall be properly installed and maintained in a safe and approved manner.

NOTICE!!!!
ALL VIOLATIONS MUST BE COMPLIED BY THE 120 DAY INSPECTION
TO AVOID EXTENSION AND PENALTY FEES
((SEE FEE SCHEDULE BELOW))

City of Reading
Housing Inspection Fee Schedule

<p>Boarding House</p> <p>Initial 2-Year (includes Health & Safety re-check)* \$155</p> <p>120-Day Re-Inspect \$155</p> <p>1st Non-Compliance Penalty \$350</p> <p>Extension Inspection \$200</p> <p>2nd Non-Compliance Penalty \$1,000</p> <p>3rd Non-Compliance Penalty \$2,000</p> <p>Subsequent Penalties - Prior penalty + \$1000</p> <p>Delinquency Fee 15% of billing</p>	<p>Five and Six Unit Properties</p> <p>Initial 2-Year (includes Health & Safety re-check)* \$235</p> <p>120-Day Re-Inspect \$235</p> <p>1st Non-Compliance Penalty \$350</p> <p>Extension Inspection \$300</p> <p>2nd Non-Compliance Penalty \$1,000</p> <p>3rd Non-Compliance Penalty \$2,000</p> <p>Subsequent Penalties - Prior penalty + \$1000</p> <p>Delinquency Fee 15% of billing</p>
<p>Single Family Property</p> <p>Initial 2-Year (includes Health & Safety re-check)* \$140</p> <p>120-Day Re-Inspect \$140</p> <p>1st Non-Compliance Penalty \$350</p> <p>Extension Inspection \$200</p> <p>2nd Non-Compliance Penalty \$1,000</p> <p>3rd Non-Compliance Penalty \$2,000</p> <p>Subsequent Penalties - Prior penalty + \$1000</p> <p>Delinquency Fee 15% of billing</p>	<p>Seven to Fifteen Unit Properties</p> <p>Initial 2-Year (includes Health & Safety re-check)* \$315</p> <p>120-Day Re-Inspect \$315</p> <p>1st Non-Compliance Penalty \$350</p> <p>Extension Inspection \$400</p> <p>2nd Non-Compliance Penalty \$1,000</p> <p>3rd Non-Compliance Penalty \$2,000</p> <p>Subsequent Penalties - Prior penalty + \$1,000</p> <p>Delinquency Fee 15% of billing</p>
<p>Two Unit Property</p> <p>Initial 2-Year (includes Health & Safety re-check)* \$165</p> <p>120-Day Re-Inspect \$165</p> <p>1st Non-Compliance Penalty \$350</p> <p>Extension Inspection \$200</p> <p>2nd Non-Compliance Penalty \$1,000</p> <p>3rd Non-Compliance Penalty \$2,000</p> <p>Subsequent Penalties - Prior penalty + \$1000</p> <p>Delinquency Fee 15% of billing</p>	<p>Properties with 16 or More Units</p> <p>Initial 2-Year (includes Health & Safety re-check)* \$315+\$10 per unit</p> <p>120-Day Re-Inspect \$315+\$10 per unit</p> <p>1st Non-Compliance Penalty \$350</p> <p>Extension Inspection - 125% of Initial 2-Year</p> <p>2nd Non-Compliance Penalty \$1,000</p> <p>3rd Non-Compliance Penalty \$2,000</p> <p>Subsequent Penalties - Prior penalty + \$1000</p> <p>Delinquency Fee 15% of billing</p>
<p>Three and Four Unit Properties</p> <p>Initial 2-Year (includes Health & Safety re-check)* \$195</p> <p>120-Day Re-Inspect \$195</p> <p>1st Non-Compliance Penalty \$350</p> <p>Extension Inspection \$250</p> <p>2nd Non-Compliance Penalty \$1,000</p> <p>3rd Non-Compliance Penalty \$2,000</p> <p>Subsequent Penalties - Prior penalty + \$1000</p> <p>Delinquency Fee 15% of billing</p>	<p>Failure to Appear or Gain Access</p> <p>1-15 Units (Base Penalty)</p> <p>1st Offense \$150</p> <p>2nd Offense \$250</p> <p>3rd Offense and subsequent \$400</p> <p>16-49 Units \$200+ Base Penalty for Offense</p> <p>50+ Units \$300+ Base Penalty for Offense</p>
<p>Health & Safety Inspection \$150</p> <p>-Fee includes 120-Day Re-Inspection</p> <p>Subsequent H&S Re-Inspections \$75</p>	