

PROPERTY MAINTENANCE CODE SUMMARY

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

For questions and additional information, please call 610-655-6283.

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 an 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, including basements.
 - Exception: unfinished attics and crawl spaces.

IMPORTANT: All systems, devices, and equipment must be installed in accordance with the City of Reading Property Maintenance Codes, International Fire Code, and the International Electrical Code.

- 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 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 pressure relief valve tube.
- 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.

**City of Reading
Housing Inspection Fee Schedule**

TO AVOID EXTENSION AND PENALTY FEES

ALL VIOLATIONS MUST BE COMPLIED BY THE 120 DAY RE-INSPECTION

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

* No additional inspections needed or fees billed if ALL violations identified at Initial inspection are in compliance at time of Health and Safety (H&S) re-check *

Owner must elect H&S re-check if violations do not meet H&S criteria.