

**BOROUGH OF PROSPECT PARK
720 MARYLAND AVENUE
PROSPECT PARK, PA 19076
610-532-1007 FAX:610-532-3514**

OWNER/APPLICANT _____

RE: DATE: _____

ADDRESS: _____

RE: PROPERTY _____

ORDINANCE #1188

CERTIFICATE OF OCCUPANCY –SALE OF PROPERTY

SATISFACTORY	UNSATISFACTORY	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1. Curbs, sidewalks, driveways, and apron in good repair (all curb, aprons, and Sidewalk must be concrete)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2. Address numbers three inches minimum height-visible from street
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3. Gutter, downspouts in good repair
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4. Porches, balconies, decks in good repair with railings
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5. Shrubbery, hedges, trees trimmed, grass not higher than six inches
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6. Exterior walls & exterior paint in good repair
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7. Property clear of debris
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8. Fences in good repair
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9. Sump pump- not connected to sanitary line flowing correctly, On to property- <u>not</u> onto driveway or sidewalk
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10. Interior of unit properly maintained
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11. HVAC, HWH, plumbing systems, fixtures in working condition
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	12. Electrical switches/outlets, GFI's working properly
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	13. Hallways, stairways, unobstructed and have appropriate handrails (stairs over 3-risers) Proper Hall & stair lighting
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	14. All windows screened, open & close properly, no broken, cracked or missing glass
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	15. Smoke Detectors: each level, bedroom, cooking area, basement. Carbon monoxide in sleeping area, Applicable exit signs, emergency lighting
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16. Doors, including garage in proper working condition
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17. Bathrooms properly ventilated
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	18. More than five apartments/units or commercial businesses are responsible For their refuse removal
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	19. Parking lots, parking spaces in good repair
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	20. No junked/abandoned vehicles on property
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	21. requires electrical underwriter inspection

Comments:

Code Enforcement Officer
