



1 E First Ave., Ste 3  
Malvern, PA 19355

**Request for Safety Inspection**  
**As required by the Borough of Malvern Resolution #701**

Address: \_\_\_\_\_ Zoning District: \_\_\_\_\_ UPI #: \_\_\_\_\_

Type of Occupancy

\_\_\_ Single Family Dwelling    \_\_\_ Townhouse    \_\_\_ Accessory Dwelling

\_\_\_ Apartment                      \_\_\_ Condominium

Owner: \_\_\_\_\_ Phone No.: \_\_\_\_\_

Owner Address: \_\_\_\_\_

Tenant: \_\_\_\_\_ Phone No.: \_\_\_\_\_

Agent: \_\_\_\_\_ Phone No.: \_\_\_\_\_

Company: \_\_\_\_\_ Fax No.: \_\_\_\_\_

Address: \_\_\_\_\_

Residential Safety Inspection Fee Schedule: \_\_\_ \$35.00

**Applications and associated fees shall be submitted to the Borough prior to the inspection. No applications or fees will be accepted at the inspection, no exceptions. The Owner or Tenant is responsible to contact Malvern Borough to schedule the inspection.**

Signature of Owner or Tenant: \_\_\_\_\_ Date: \_\_\_\_\_

Date Received: \_\_\_\_\_ Fee Paid: \_\_\_\_\_

Date of Scheduled Inspection: \_\_\_\_\_

**This inspection is based on the 2003 International Property Maintenance Code. Please review the attached list to ensure that the items listed are compliant with the Code. The items listed represent the most common non-compliant items found during an inspection however property owners are required to maintain their properties in accordance with the entire Property Maintenance Code. Signature above acknowledges receipt of attached Inspection list.**

### **Residential Inspection Items List**

The following is a list of items that are required to be functional in order to successfully pass inspection **prior** to the sale or transfer of property, change of tenant in a rental property or a five year Safety Inspection. This list is not meant to be all-inclusive. These items are required by the 2003 International Property & Maintenance Code and are most frequently not in compliance:

- All exterior property areas are required to be maintained by the owner / occupant and must be in a safe, sanitary condition.
- Address numbers shall be visible from the street. Each number shall be at least 4 inches in height with a minimum ½ inch stroke and must be Arabic numerals. Address numbers on doors are not acceptable.
- Exterior sidewalks and walkways shall have no trip hazards more than ½" high and be in good condition.
- Every bathroom must contain at least one GFCI receptacle. .
- Receptacles in a kitchen within six feet of the sink as well as all exterior receptacles less than six feet above grade must be GFCI receptacles.
- All electrical panels must be properly identified and circuit breakers labeled. Thirty inches clearance is required around circuit breaker panels at all times.
- A smoke detector is required on each level of the house, including the attic and basements, as well as one in each sleeping room. They may be mounted on the ceiling at least 1 foot from any wall or on the wall at least 6 inches from the ceiling.
- All bathrooms must have either a window or a functioning exhaust fan
- All means of egress (exterior and interior stairs, hallways, exit paths) must be in a safe condition and clear. This includes handrails as required.
- All water heaters and boilers (furnaces) must have the required pressure-relief device (PRD) installed and be piped down to within 6" of the floor.
- All means of egress doors shall be readily openable from the side from which egress is to be made without the need for keys, special knowledge or effort, except as provided for in Sections PM-702.11.1
- Exterior: per section 302 of IPMC all exterior property and premises shall be maintained in a clean, safe and sanitary condition.

*Borough of Malvern, PA  
Monday, February 4, 2019*

## Chapter 162. Rental Property

### § 162-4. License required; reporting requirement.

[Amended 5-21-2013 by Ord. No. 2013-3]

- A. It shall be the duty of each and every owner of any rental unit situated within the Borough to prepare and file an annual application for a housing license, which shall contain the complete name and address of each adult person who is currently residing, or during the preceding year resided, in each rental unit owned by the person required to file the application.
- B. It shall likewise be the duty of each and every owner of any rental unit to notify the Borough whenever a rental unit that was previously occupied becomes vacant.
- C. It shall be unlawful for an owner to rent, to receive rental income from, or to offer for rent any newly created or vacated and re-let rental unit without first obtaining a housing license after applying for said license. The housing license does not replace the certificate of occupancy, which is required whenever a rental unit is re-let after being vacant.
- D. Rental units shall be subject to a safety inspection at least once every five years in the event that the same tenant(s) have been in occupancy. Such inspections shall be undertaken pursuant to the International Property Maintenance Code. An inspection of a rental unit may be required by the Codes Enforcement Officer in the event of tenant or neighbor complaints about a particular structure or area of rental properties, and/or as indicated by fire and police calls for service or public complaints made to the Borough.
- E. The property owner or his agent must certify to the truthfulness and accuracy of the information provided in the application for a housing license with penalties for false representations to authorities.
- F. No owner of a rental unit shall be issued a housing license if the owner has outstanding fees or fines due and owing to the Borough of Malvern.
- G. A housing license may be denied or may be revoked by the Borough of Malvern if the rental unit is found to be unlawful or unsafe pursuant to any zoning, construction, property maintenance or other applicable ordinance or code. If a housing license is denied or revoked the Borough of Malvern shall notify the owner or owner's agent, in writing, of the denial and the reasons therefor, and provide an opportunity to appeal the decision under the terms of the applicable ordinance or code.
- H. The fees for initial housing licenses and annual housing licenses shall be set by resolution of Borough Council.

## § 162-6. Violations and penalties.

- A. Any person who shall violate or fail, neglect, or refuse to comply with any of the provisions of this chapter shall, in addition to any other penalties provided by law, upon conviction before the District Justice, be sentenced to a fine of not more than \$600, and the costs of prosecution thereof, for each and every offense. The continuation of an offense against the provisions of this chapter, for each day the offense is continued, shall constitute a separate and distinct offense.
- B. Any person found guilty of or liable for violating any ordinance of the Borough shall be assessed court costs and reasonable attorney's fees incurred by the Borough in the enforcement proceedings.

[Added 9-17-2013 by Ord. No. 2013-6<sup>[1]</sup>]

[1] *Editor's Note: See also § 1-9B.*