



EAST STROUDSBURG BOROUGH

24 ANALOMINK ST EAST STROUDSBURG, PA 18301 Ph: (570) 421-8300 Fax: (570) 424-5141

RESALE INSPECTION REPORT

Property Address:
Current Owner Name:
Current Owner's Phone Number:
Number of Bedrooms:

Location:
Resale Agent:
Contact Phone:

FULL DESCRIPTION OF REQUIREMENTS CAN BE FOUND IN ANNEX A OF THIS DOCUMENT

REQUIREMENTS	PASS	FAIL	N/A	NOTES
Zoning Compliance				
Smoke Detector System				
Fire Resistant Walls				
Handrails and Guardrails				
Curbs, Sidewalks, and Walkways				
Electrical Requirements				
Plumbing Requirements				
Street Address				

DETAILED INSPECTION REPORT

CONDITION OF FLOORS; LIGHTING; WINDOW CONDITION; WINDOWS SCREENED, MIN 2 OUTLETS; WALL/CEILING CONDITION; OTHER CONDITIONS (per IPMC Checklist)

LIVING AREAS	PASS	FAIL	N/A	NOTES
Living Room				
Other Living Areas				

SMOKE DETECTOR / CO DETECTOR; LIGHTING; WINDOW CONDITION; WINDOWS SCREENED; MIN 2 OUTLETS; DOOR/WALL/CEILING CONDITION; OTHER CONDITIONS (per IPMC Checklist)

BEDROOMS	PASS	FAIL	N/A	NOTES
Bedroom 1 (Master)				
Bedroom 2				
Bedroom 3				
Bedroom 4				
Bedroom 5				
All Other Bedrooms				
Hallways Adjacent to Bedrooms				
Each Floor				

Notes:

Property Address: _____ Location: _____

LIGHTING; WINDOW CONDITION; WINDOWS SCREENED; VENT (if no window); GFCI (within required distance); GROUNDED OUTLET; DRYER VENT TO EXTERIOR; DOOR/WALL/CEILING CONDITION; OTHER CONDITIONS (per IPMC Checklist)

AREAS WITH WATER SOURCE	PASS	FAIL	N/A	NOTES
Kitchen				_____
Bathroom 1				_____
Bathroom 2				_____
Other Bathroom(s)				_____
Laundry Room				_____
GFCI Outside - Front				_____
GFCI Outside - Side				_____
GFCI Outside - Rear				_____

INTERIOR AND EXTERIOR

HANDRAILS AND GUARDRAILS	PASS	FAIL	N/A	NOTES
Interior – To Basement				_____
Interior – To Second Floor				_____
Exterior – Front				_____
Exterior - Rear				_____
Exterior - Side				_____

ADDITIONAL ITEMS (Interior)	PASS	FAIL	N/A	NOTES
Light Switch – Up and Down Stairs				_____
Electrical Panel Box				_____
Light in Hallways				_____
Hot Water Heater Relief				_____
Heating System				_____

ADDITIONAL ITEMS (Exterior)	PASS	FAIL	N/A	NOTES
House Number				_____
Chimney Condition				_____
Windows and Screen				_____
No Junk or Rubbish				_____
Condition of Lawn and Lot				_____
Fire Rated Assembly				_____

Notes:

Inspector: _____ Date: _____

Property Address: _____ Location: _____

PRESENT AT THE PROPERTY

YES

NO

PERMITTED

YES

NO

Swimming Pool

Swimming Pool

Hot Tub

Hot Tub

Fence

Fence

Accessory Structure (i.e. shed)

Accessory Structure (i.e. shed)

Deck/Porch / Stairs

Deck/Porch/Stairs

Notes:

Additional Notes

Inspector: _____ Date: _____

Inspector's Signature: _____



RESALE INSPECTION CHECK LIST

<u>Initials</u>	<u>Description</u>	<u>IPMC</u>
INTERIOR STRUCTURE		
	The unit must be maintained in good repair, structurally sound and in sanitary condition.	IPMC 305.1 IPMC 305.2
	All interior surfaces must be free of peeling or flaking wall materials, cracks, or any loose material.	IPMC 305.3
	All steps, staircases, handrails, and guardrails must be intact and free from any damage or disrepair.	IPMC 305.4 IPMC 305.5
	All interior doors must be intact, fully functional, and securely attached to ensure proper use	IPMC 305.6
HANDRAILS AND GUARDRAILS		
	Handrails are required for both interior and exterior steps with 4 or more risers. Guardrails are required for open areas more than 30 inches above grade or if determined to be a tripping hazard. Both handrails and guardrails must be sound, securely attached, and free from any missing structural components.	IPMC 304.12 IPMC 306.1
PLUMBING SYSTEMS AND FIXTURES		
	The plumbing system and fixtures must be free from leaks, obstructions, and defects. They must operate properly, perform their intended function, and provide adequate water pressure.	IPMC 504.1
ELECTRICAL SERVICE		
	Each outlet within 6 feet of a water source must be GFCI protected, including those in the kitchen, bathroom, laundry area, and garage. All exterior outlets must also be GFCI protected and have a cover.	IPMC 605.2
FIRE RESISTANCE RATINGS		
If the use of the property is a rental use, the property must be brought into compliance with IPMC 703.1 within 14 days from the inspection date. For all other uses, the property must be brought into compliance with IPMC 703.1 within 18 months from the inspection date.		
	A property with two or more units, or an attached garage, must have fire-resistant walls with a minimum one-hour fire rating. This can be achieved using 5/8" Type X sheetrock or an equivalent material, either vertically from basement to attic or horizontally between floors, depending on the structure type.	IPMC 703.1
FIRE PROTECTION SYSTEMS		
If the use of the property is a rental use, the property must be brought into compliance with IPMC 704.2 within 14 days from the inspection date. For all other uses, the property must be brought into compliance with IPMC 704.2 within 18 months from the inspection date.		



	Interconnected smoke detectors are required on each level of the unit and in every sleeping room. Smoke detectors should also be installed in the hallway outside the sleeping rooms. These detectors can be either wireless or hardwired with a battery backup. It is the property owners/managing agents' responsibility to ensure that all required smoke detectors within the same property are present, properly functioning and interconnected at all times.	IPMC 704.2
	Each unit must have a carbon monoxide detector on every level if the unit has gas or oil heat.	IPMC 704.2

A Certificate of Occupancy (CO) cannot be issued unless the property is compliant with IPMC 703.1 and IPMC 704.2

EXTERIOR STRUCTURE

	All exterior surfaces, including siding, handrails, guardrails, steps, and basement hatches, must be free of deteriorated paint, flaking or peeling materials, and any rust, corrosion, or oxidation stains.	IPMC 304.2
	The property must have the address number posted with numerals at least 4 inches in height and clearly visible from the street	IPMC 304.3

Please note that in addition to the requirements of § 122-14 of the Code of the Borough of East Stroudsburg ("Code"), all properties will be inspected at the same time for compliance with the 2006 Property Maintenance Code, as adopted by §122-9 of the Code.

For resale inspections, if all requirements of § 122-14 of the Code are met, a Certificate of Occupancy will be issued. If the resale inspection requirements are not met before closing, the Buyers must deliver a signed "As-Is" Affidavit to the Borough on or before settlement, per § 122-14 of the Code.

If the property maintains the use of a residential rental property, the full inspection report, meeting all of the requirements of § 122-14 and §122-9 of the Code, may be used as a basis in the issuance of a Residential Rental License as long as an application for a Residential Rental License is submitted within five (5) business days after any change of ownership, as required by §124-8 of the Code.

RESIDENTIAL PROPERTY MAINTENANCE / RENTAL INSPECTION CHECK LIST

INTERIOR STRUCTURE

	The unit must be maintained in good repair, structurally sound and in sanitary condition.	IPMC 305.1 IPMC 305.2
	All interior surfaces must be free of peeling or flaking wall materials, cracks, or any	IPMC 305.3



	loose material.	
	All steps, staircases, handrails, and guardrails must be intact and free from any damage or disrepair.	IPMC 305.4 IPMC 305.5
	All interior doors must be intact, fully functional, and securely attached to ensure proper use	IPMC 305.6
HANDRAILS AND GUARDRAILS		
	Handrails are required for both interior and exterior steps with 4 or more risers. Guardrails are required for open areas more than 30 inches above grade or if determined to be a tripping hazard. Both handrails and guardrails must be sound, securely attached, and free from any missing structural components.	IPMC 304.12 IPMC 306.1
LIGHT		
	Each habitable space must have adequate lighting and at least one window that provides access to natural light and ventilation from the outside	IPMC 402.1
	Each common hallway and staircase must be adequately lit to ensure the safety of occupants.	IPMC 402.2
	All habitable rooms without access to natural light must be provided with adequate artificial lighting to ensure the safety and well-being of the occupants.	IPMC 402.3
VENTILATION		
	Each habitable space must have at least one openable window that can be opened and will remain open as designed (excluding picture windows).	IPMC 403.1
	Bathrooms must have either an openable window or a functioning ventilation system (such as a fan) to ensure proper airflow and prevent moisture buildup.	IPMC 403.2
	The clothes dryer exhaust system must be vented to the outside of the unit to prevent moisture from entering and affecting the indoor environment.	IPMC 403.4
OCCUPANCY LIMITATIONS		
	Each sleeping room (bedroom) must have a minimum length, width, and height of 8 feet to ensure adequate space for occupants.	IPMC 404.2
	Living rooms and dining rooms cannot be used as sleeping rooms, as they are designated for specific purposes under property codes.	IPMC 404.2
	The dwelling unit must be configured so that occupants have a clear means of egress without having to pass through another sleeping room. (bedroom).	IPMC 404.2
	Other habitable spaces, hallways, laundry areas, bathrooms, and basements must have a minimum clear ceiling height of 7 feet.	IPMC 404.3
	Each unit must have at least one living room, kitchen, and bathroom, all located within the unit and for the exclusive use of the occupant(s)	IPMC 404.4
	Occupancy of the unit shall not endanger the life, health, or safety of its occupants due to overcrowding.	IPMC 404.5



REQUIRED PLUMBING FACILITIES		
	The kitchen sink cannot be used as a substitute for the bathroom sink.	IPMC 502.1
TOILET ROOMS		
	There must be a door on the bathroom to ensure privacy, and it shall not be the only passageway to a hallway or the exterior of the unit.	IPMC 503.1
PLUMBING SYSTEMS AND FIXTURES		
	The plumbing system and fixtures must be free from leaks, obstructions, and defects. They must operate properly, perform their intended function, and provide adequate water pressure.	IPMC 504.1
WATER SYSTEM		
	The unit must have both hot and cold running water and be connected to a public water system.	IPMC 505.1
	Hot water heaters must be properly maintained and cannot be located within a bathroom, bedroom, or other occupied spaces.	IPMC 505.4
	Hot water heaters must be equipped with an extension pipe on the pressure relief valve that extends to within 6 inches of the floor.	IPMC 505.4
SANITARY DRAINAGE SYSTEM		
	The sanitary drainage system must be properly connected and free from leaks, obstructions, and defects.	IPMC 506.1 IPMC 506.2
HEATING FACILITIES		
	The heating system must be capable of maintaining a minimum room temperature of 68 degrees Fahrenheit in all habitable rooms, including bathrooms. A cooking appliance cannot be used as a heat source. The heating system must be properly maintained by the owner.	IPMC 602.2
MECHANICAL EQUIPMENT		
	All mechanical equipment, including furnaces, water heaters, and cooking stoves, must be properly installed, maintained in safe working condition, and function as intended.	IPMC 603.1 IPMC 603.2
ELECTRICAL SERVICE		
	The electrical system must be sized according to the appliances and equipment used in the unit, serving as the basis for determining the need for additional electrical service. The dwelling unit must be served by a three-wire, 120/240-volt, single-phase electrical service.	IPMC 604.2
	The electrical panel must be free of any hazards and properly labeled for safety and identification. The tenant must have access.	IPMC 604.2



	Each unit must have its own electrical meter, and it must be in good working condition	IPMC 604.2
ELECTRICAL EQUIPMENT		
	The unit must be free of electrical hazards, including exposed wiring or cables. All connections must be properly made to junction boxes, and no junction boxes should be left open. The electrical panel must have no unfilled openings, including within the fuse box or dead front.	IPMC 605.1
	Each room should have a minimum of two electrical outlets (depending on the age of the unit), except for bathrooms, which require at least one outlet.	IPMC 605.2
	Each outlet within 6 feet of a water source must be GFCI protected, including those in the kitchen, bathroom, laundry area, and garage. All exterior outlets must also be GFCI protected and have a cover.	IPMC 605.2
MEANS OF EGRESS		
	Each unit must have a safe, continuous, and unobstructed path of travel from any point within the unit to the outside. Items, debris, or excessive storage that obstruct the path are not permitted.	IPMC 702.1
	Any door within the unit must be operable from the inside without the need for a key, special knowledge, or excessive effort.	IPMC 702.3
FIRE RESISTANCE RATINGS		
	A property with two or more units, or an attached garage, must have fire-resistant walls with a minimum one-hour fire rating. This can be achieved using 5/8" Type X sheetrock or an equivalent material, either vertically from basement to attic or horizontally between floors, depending on the structure type.	IPMC 703.1
FIRE PROTECTION SYSTEMS		
Property must be brought into compliance with IPMC 704.2 within 14 days from Rental Inspection date.		
	Interconnected smoke detectors are required on each level of the unit and in every sleeping room. Smoke detectors should also be installed in the hallway outside the sleeping rooms. These detectors can be either wireless or hardwired with a battery backup.	IPMC 704.2
	Each unit must have a carbon monoxide detector on every level if the unit has gas or oil heat.	IPMC 704.2
<u>A Certificate of Occupancy (CO) cannot be issued unless the property is compliant with IPMC 703.1 and IPMC 704.2</u>		
EXTERIOR PROPERTY AREAS		
	Drainage and erosion control must be properly maintained to prevent the accumulation of stagnant water or water from entering the unit.	IPMC 302.2



	Curbs, Sidewalks and driveways must be free of any tripping hazards, including deviations in elevation of 1 inch or more. They must also be clear of weeds or plant growth exceeding 10 inches in height.	IPMC 302.3 IPMC 302.4
	Keep the property free from rodent harborage and pest infestations.	IPMC 302.5
	The property must not discharge any waste directly onto an adjacent property or unit	IPMC 302.6
	No debris of any kind, including junk, trash, inoperable or unlicensed vehicles, or construction supplies and debris, may be stored on the property.	IPMC 302.6 IPMC 302.8
	Any other structures on the property must be in sound condition, intact, and free from decay or any conditions that could cause them to collapse or pose a danger.	IPMC 302.7
EXTERIOR STRUCTURE		
	All exterior surfaces, including siding, handrails, guardrails, steps, and basement hatches, must be free of deteriorated paint, flaking or peeling materials, and any rust, corrosion, or oxidation stains.	IPMC 304.2
	All exterior surfaces, including siding, handrails, railings, steps, and basement hatches, must be free from holes, breaks, loose material, or rotting.	IPMC 304.02
	The property must have the address number posted with numerals at least 4 inches in height and clearly visible from the street	IPMC 304.3
	The foundation must be sound and intact, free from cracks. Any cracks must be less than 1 inch and repaired using materials similar to the original.	IPMC 304.5
	The roof must be sound and intact, with no loose or missing shingles or materials, and no signs of leakage. Gutters and downspouts must be securely attached, with no areas that are rotted or rusted through.	IPMC 304.7
	Any decorative features of the unit must be maintained in good repair and properly anchored and secured.	IPMC 304.8
	Any overhang or extension must be in good repair and properly anchored and secured.	IPMC 304.9
	All exterior steps, decks, porches, and balconies must be in good repair, sound, and intact, with no rotted wood. There should be no peeling or flaking surface material, and they must be protected by paint or a similar surface treatment	IPMC 304.10
	The chimney must be in good working order, free of any blockages, and free from loose material.	IPMC 304.11
	All windows must be sound, intact, and operable, with the ability to remain open. They must have screens on all openable windows, locks in good repair, and intact glazing.	IPMC 304.13 IPMC 304.14
	Window screens must be provided in good condition, free from holes and cuts. Screen doors must also have a screen and be self-closing.	IPMC 304.13
	Doors must be sound, intact, and fit securely within the frame, with no gaps visible around the frame. They must be easily operable, secure with locks, and a sliding bolt is not an acceptable substitute for a deadbolt.	IPMC 304.15



	Basement hatchways and doors must be sound, intact, free of corrosion, and tightly secured to prevent the entry of weather and rodents.	IPMC 304.16 IPMC 304.18
	Windows at the basement level must be equipped with guards to prevent the entry of rodents and weather."	IPMC 304.17
SWIMMING POOLS, SPAS AND HOT TUBS		
	Swimming pools, hot tubs, and spas must be maintained in a clean, sanitary condition and in good repair. Please inquire about any necessary permits.	IPMC 303.1
	Swimming pools, hot tubs, and spas with water depths exceeding 24 inches must be enclosed by a fence or barrier at least 4 feet in height above the finished ground level.	IPMC 303.2
	If fencing is present or required on the property, gates must be self-closing and self-latching where necessary. The fencing and gates must be in good repair, free from deterioration, and without loose components."	IPMC 303.2
RUBBISH AND GARBAGE		
	The interior and exterior of the property must be free from the accumulation of rubbish and trash. Trash must be disposed of in approved, leak-proof containers, and there should be no excessive accumulation of trash, debris, or storage.	IPMC 307.1
	Trash cans must have tightly fitting lids with no gaps and should only be placed at the curbside on trash collection days.	IPMC 307.3
OTHER CONDITIONS		
	Any hazardous condition or potentially hazardous condition present	IPMC 108
	Any structural, property or any equipment that endangers the life, health or safety of the occupants.	IPMC 108.1 IPMC 108.2
	Unlawful structure(s) in part or whole that has been altered without the necessary required permits.	IPMC 108.4



EAST STROUDSBURG BOROUGH

24 ANALOMINK ST EAST STROUDSBURG, PA 18301

Ph: (570) 421-8300 Fax: (570) 424-5575 / Web: www.eaststroudsburgboro.org

**AFFIDAVIT
For As-Is Purchase
Under Ordinance 122-14**

I, _____ hereby certify, under penalty of perjury, as follows:

1. I am the Buyer of the property located at _____.
2. The Property Tax ID is: _____.
3. I am an adult citizen of the United States of America and I am authorized to sign this Affidavit.
4. I will comply with all federal, state, and local laws and reporting requirements.
5. The Borough makes no representations on zoning, codes, permits, certificates, or ordinances.
6. I am purchasing the property "as-is," subject to all requirements of the Borough of East Stroudsburg.
7. I agree to comply with § 122-14 of the Code of the Borough of East Stroudsburg and all other applicable ordinances.
8. All deficiencies listed on the Resale Inspection Report shall be completed within eighteen (18) months of the property purchase date.
9. No work on the property will take place without obtaining the required permits, payment of fees, and complying with the current codes adopted by the Borough of East Stroudsburg.
10. I estimate the cost of correcting all deficiencies listed in the Resale Inspection Report to be:
\$ _____.

I HEREBY AFFIRM THAT THE STATEMENTS CONTAINED IN THIS AFFIDAVIT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF, AND THAT ANY FALSE STATEMENTS MADE HEREIN SHALL BE SUBJECT TO PROSECUTION FOR THE COMMISSION OF A MISDEMEANOR OF THE SECOND DEGREE IN VIOLATION OF 18 PA. SECTION 4904(A) RELATING TO UNSWORN FALSIFICATION TO AUTHORITIES.

Intending to be legally bound the undersigned hereby sign this Affidavit.

Buyer Name Print: _____ Buyer Name Print: _____

Buyer Signature: _____ Buyer Signature: _____

Date: _____ Date: _____

Sworn to and subscribed before me
on this ____ day of _____, _____

Notary Public

Borough Manager – Kelly Lewis
Mayor – Victor Brozusky
Solicitor – John C. Prevoznik, Esquire
Engineer – R.K.R. Hess, Division of UTRS
Engineer, Sewer – R.K.R. Hess, Division of UTRS

President of Council – Sonia C. Wolbert (1st Ward)
Council Vice President – Carrie Panepinto (4th Ward)
Council Member – Edmund T. Freeborn (3rd Ward)
Council Member – Paul Shemansky (2nd Ward)
Council Member – Jane Gagliardo (5th Ward)
Council Member – Erika Huber (6th Ward)

Finance Officer – Layla Richard-Rau
DPW Director – Lee Philips
Zoning Officer – Michael P. Manter
Health Officer – Tom Detweiler
Building Code Official – Municipal Code Solutions