



BOROUGH OF WYOMISSING

BOROUGH HALL - 22 READING BLVD.
WYOMISSING, PA 19610-2083
TELEPHONE (610) 376-7481 FAX (610) 376-8470
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BOROUGH OF WYOMISSING RENTAL UNIT PERMIT APPLICATION

Property Owner's Name: _____

Mailing Address: _____

Home Phone: _____

Office or Cell Phone: _____

Email Address: _____

Address of Rental Property

Number of Units

_____	_____
_____	_____
_____	_____
_____	_____

If you own additional units, please list the property address and number of units on the back of this application. Please return this form along with a check for the applicable inspection fee to Wyomissing Borough Hall.

Legal Terms: In applying for this permit, the applicant agrees to operate and maintain the rental unit described in the permit application in conformity with the ordinances, statutes and regulations of the municipality, county and state.

Applicant Signature: _____ Date: _____

Rental Property Inspection Checklist

- All areas are free from trash and rubbish and property is in clean, sanitary condition
- Weeds and grass are maintained and are trimmed to less than ten inches
- All areas are free from rodent infestation and harborage
- Exhaust vents are discharging properly
- Accessory structures, including fences, sheds, garages and retaining walls are maintained in good condition
- Unlicensed and/or uninspected vehicles are not kept on the premises
- The property is free of graffiti
- Swimming pools or spa's are kept in clean and sanitary condition and have the appropriate necessary enclosures or covers
- Street number identification required for fire and safety emergencies must be clearly visible from the street
- The general property maintenance of the interior and exterior must be in good condition, i.e. no excessive peeling or chipping of paint, no holes in any portion of the building, the entire structure is weather tight, etc.
- The roof and flashing shall be free of any defects that would admit rain
- All areas of the property, including common areas, are provided with adequate lighting and ventilation
- Occupancy limitations are met
- Adequate running water is provided
- An adequate supply of heat is provided
- At least one (1) smoke detector in each of the following locations:
 - In each bedroom
 - Outside of each bedroom in the immediate vicinity of that bedroom
 - On every floor or level of the dwelling unit, including basements, attics, and crawl spaces
- All required exits must be clear of obstructions and in good working order. Required exit signs and lights must be in place and in working order
- Electrical receptacles within kitchens, bathrooms, and laundry rooms must be a Ground Fault Circuit Interrupter (GFCI) receptacle. The general condition of all mechanical and electrical equipment must be in safe operating condition.
- Railings must be securely installed on any staircase consisting of more than four (4) steps.
- Staircases that exceed forty (40) inches in width are required to have handrails along both sides of the staircase.
- Any deck, patio, platform or landing that is thirty (30) inches or more above the ground, requires a railing at least thirty-six (36) inches high which must be enclosed to prevent the passage of an object four (4) inches or more in diameter through the railing.

The above list is not complete and should not be used as an exclusive guideline. Any additional questions concerning the code requirements should be directed to Borough Hall at 610-376-7481.