**PREFACE**

*Italicized Terms*
Selected terms set forth in Chapter 2, Definitions, are italicized where they appear in code text. Such terms are not italicized where the definition set forth in Chapter 2 does not impart the intended meaning in the use of the term. The terms selected have definitions which the user should read carefully to facilitate better understanding of the code.

*2021 Edition*
All 2021 revisions are denoted by a solid line in the margin beside the revised Section, paragraph or sentence.
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CHAPTER 1
SCOPE AND ADMINISTRATION

SECTION 101
GENERAL

101.1 Title. These regulations shall be known as the Central Keystone Council of Governments Maintenance Code, Property, Fire Safety, and Building hereinafter referred to as “this code.”

101.2 Scope. The provisions of this code shall apply to all existing residential and nonresidential structures and all existing premises and constitute minimum requirements and standards for premises, structures, equipment, and facilities for light, ventilation, space, heating, sanitation, protection from the elements, life safety, safety from fire and other hazards, and for safe and sanitary maintenance; the responsibility of owners, persons-in-charge, operators and occupants; the occupancy of existing structures and premises, and for administration, enforcement and penalties.

101.3 Intent. This code shall be construed to secure its expressed intent, which is to ensure public health, safety and welfare insofar as they are affected by the continued occupancy and maintenance of structures and premises. Existing structures and premises that do not comply with these provisions shall be altered or repaired to provide a minimum level of health and safety as required herein.

101.4 Severability. If a section, subsection, sentence, clause or phrase of this code is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this code.

SECTION 102
APPLICABILITY

102.1 General. Where there is a conflict between a general requirement and a specific requirement, the specific requirement shall govern. Where differences occur between provisions of this code and the referenced standards, the provisions of this code shall apply. Where, in a specific case, different sections of this code specify different requirements, the most restrictive shall govern.

102.2 Maintenance. Equipment, systems, devices and safeguards required by this code or a previous regulation or code under which the structure or premises was constructed, altered or repaired shall be maintained in good working order. No owner, operator or occupant shall cause any service, facility, equipment or utility which is required under this section to be removed from or shut off from or discontinued for any occupied dwelling, except for such temporary interruption as necessary while repairs or alterations are in progress. The requirements of this code are not intended to provide the basis for removal or abrogation of fire protection and safety systems and devices in existing structures. Except as otherwise specified herein, the owner or the person-in-charge shall be responsible for the maintenance of buildings, structures and premises.


102.4 Existing remedies. The provisions in this code shall not be construed to abolish or impair existing remedies of the Municipality or its officers or agencies relating to the removal or demolition of any structure which is dangerous, unsafe and insanitary.

102.5 Workmanship. Repairs, maintenance work, alterations or installations which are caused directly or indirectly by the enforcement of this code shall be executed and installed in a workmanlike manner and installed in accordance with the manufacturer’s installation instructions.

102.6 Historic buildings. The provisions of this code shall not be mandatory for existing buildings or structures designated as historic buildings when such buildings or structures are judged by the code official to be safe and in the public interest of health, safety and welfare.
102.7 Referenced codes and standards. The codes and standards referenced in this code shall be those that are listed in Chapter 10 of this code and considered part of the requirements of this code to the prescribed extent of each such reference. Where differences occur between provisions of this code and the referenced standards, the provisions of this code shall apply.

Exception: Where enforcement of a code provision would violate the conditions of the listing of the equipment or appliance, the conditions of the listing shall apply.

102.8 Requirements not covered by code. No structure, the construction and use of which complied with all code and other such requirements in effect at the time of construction, shall be required to be altered in use or structure by the provisions of this code, except in the case of a clear public safety hazard. In the case of a clear public safety hazard, the code official shall be authorized to enforce a provision of this code, or other recognized relative codes, retroactively.

102.9 Application of references. References to chapter or section numbers, or to provisions not specifically identified by number, shall be construed to refer to such chapter, section or provision of this code.

102.10 Other laws. The provisions of this code shall not be deemed to nullify any provisions of local, state or federal law.

SECTION 103
PROPERTY MAINTENANCE DEPARTMENT

103.1 General. The CKCOG is hereby designated as Property Maintenance Department, hereinafter referred to as the Department.

103.2 Appointment. The Director of the CKCOG is hereby authorized to appoint code official(s).

103.3 Liability. The code official, member of the Board of Appeals, or employee charged with the enforcement of this code, while acting for the Municipality, in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered liable personally, and is hereby relieved from all personal liability for any damage accruing to persons or property as a result of an act or by reason of an act or omission in the discharge of official duties. Any suit instituted against any officer or employee because of an act performed by that officer or employee in the lawful discharge of duties and under the provisions of this code shall be defended by the legal representative of the Municipality until the final termination of the proceedings. The code official or any subordinate shall not be liable for costs in an action, suit or proceeding that is instituted in pursuance of the provisions of this code.

103.4 Restriction of employees. An official or employee connected with the enforcement of this code, except one whose only connection is that of a member of the Board of Appeals established under the provisions of Section 111, shall not be engaged in, or be directly or indirectly connected with, the furnishing of labor, materials, or appliances for the construction, alteration, or maintenance of a building, or the preparation of construction documents thereof, unless that person is the owner of the building, nor shall such officer or employee engage in any work that conflicts with official duties or with the interests of the department.

103.5 Fees. The fees for activities and services performed by the Department in carrying out its responsibilities under this code shall be established by the Executive Committee of the Board of Directors of the CKCOG and the same may be amended from time to time. The adopting Municipality shall also adopt and maintain the fee schedule as established by the Executive Committee of the Board of Directors of the CKCOG by Municipal Resolution. A copy of this fee schedule shall be retained by the CKCOG and shall be maintained as Appendix C of the Property, Fire Safety & Building Maintenance Code.

SECTION 104
DUTIES AND POWERS OF THE CODE OFFICIAL

104.1 General. The code official is hereby authorized and directed to enforce the provisions of this code. The code official shall have the authority to render interpretations of this code and to adopt policies and procedures in order to clarify the application of its provisions. Such interpretations, policies and procedures shall be in compliance with the intent and purpose of this code. Such policies and procedures shall not have the effect of waiving requirements specifically provided for in this code.

104.2 Rental Permits. Rental Permits shall be renewed when required, on or before the Permit expiration date, by completing a Rental Permit renewal application and
submitting the Rental Permit renewal fee. A Rental Permit shall be suspended upon the Rental Permit holder’s failure to submit the required completed renewal application and Rental Permit renewal fee. No reduction shall be made for fractional yearly permits.

104.4 Inspections. The code official shall make all of the required inspections, or shall accept reports of inspection by approved agencies or individuals. All reports of such inspections shall be in writing and be certified by a responsible officer of such approved agency or by the responsible individual. The code official is authorized to engage such expert opinion as deemed necessary to report upon unusual technical issues that arise, subject to the approval of the appointing authority.

104.4.1 Inspection frequency.
1. Inspections are scheduled in accordance with the adopted Ordinance of the appointing municipality or a minimum of once every 36 months for Rental Permits or 60 months for Fire Permits.
2. Nothing in this Ordinance shall prevent the code official from conducting more frequent inspections of a property. More frequent inspections may occur when one or more of the following occurs:
   a. When a complaint is made and the code official has reasonable cause to believe that the complaint is valid.
   b. At the request of the owner or tenant.

104.4.2 No-show fee.
1. If the owner or person-in-charge fails to be present for any inspection within ten minutes after the start time of the scheduled inspection, the owner shall be considered a No Show and subject to a No-Show Fee as defined herein, except for good cause shown.
2. Following the first No Show, the inspection shall be rescheduled, and the code official shall give notice of the time and date for the rescheduled inspection. If the owner or person-in-charge fails to be present for the second inspection, the owner or person-in-charge shall be considered a second No Show and shall be subject to an additional No Show fee and shall be in violation of this Chapter.
3. Each day that the owner or person-in-charge fails to be present for an inspection shall constitute a separate violation. If the inspection has not been completed within thirty days of the first scheduled inspection as a result of the owner or person-in-charge not being present for a scheduled or rescheduled inspection, the Rental or Fire Permit may be suspended for a period of 180 days, in addition to any other penalties as set forth Section 106.3 of this Chapter.

104.5 Right of entry. Where it is necessary to make an inspection to enforce the provisions of this code, or whenever the code official has reasonable cause to believe that there exists in a structure or upon a premises a condition in violation of this code, the code official is authorized to enter the structure or premises at reasonable times to inspect or perform the duties imposed by this code, subject to applicable laws, provided that if such structure or premises is occupied the code official shall present credentials to the occupant and request entry. If such structure or premises is unoccupied, the code official shall first make a reasonable effort to locate the owner or other person having charge or control of the structure or premises and request entry. If entry is refused, the code official shall have recourse to the remedies provided by law to secure entry.

104.6 Identification. The code official shall carry proper identification when inspecting structures or premises in the performance of duties under this code.

104.7 Notices and orders. The code official shall issue all necessary notices or orders to ensure compliance with this code.

104.8 Department records. The code official shall keep official records of all business and activities of the department specified in the provisions of this code. Such records shall be retained in the official records for the period required for retention of public records.

SECTION 105
APPROVAL

105.1 Modifications. Whenever there are practical
difficulties involved in carrying out the provisions of this code, the code official shall have the authority to grant modifications for individual cases upon application of the owner or owner's representative, provided the code official shall first find that special individual reason makes the strict letter of this code impractical and the modification is in compliance with the intent and purpose of this code and that such modification does not lessen health, life and fire safety requirements complying with the provisions of the Uniform Construction Code of Pennsylvania.

The details of action granting modifications shall be recorded and entered in the department files.

105.2 Alternative materials, methods and equipment. The provisions of this code are not intended to prevent the installation of any material or to prohibit any method of construction not specifically prescribed by this code, provided that any such alternative has been approved. An alternative material or method of construction shall be approved where the code official finds that the proposed design is satisfactory and complies with the intent of the provisions of this code, and that the material, method or work offered is, for the purpose intended, at least the equivalent of that prescribed in this code in quality, strength, effectiveness, fire resistance, durability and safety.

105.3 Required testing. Whenever there is insufficient evidence of compliance with the provisions of this code, or evidence that a material or method does not conform to the requirements of this code, or in order to substantiate claims for alternative materials or methods, the code official shall have the authority to require tests to be made as evidence of compliance at no expense to the Municipality.

105.3.1 Test methods. Test methods shall be as specified in this code or by other recognized test standards. In the absence of recognized and accepted test methods, the code official shall be permitted to approve appropriate testing procedures performed by an approved agency.

105.3.2 Test reports. Reports of tests shall be retained by the code official for the period required for retention of public records.

105.4 Used material and equipment. The use of used materials which meet the requirements of this code for new materials is permitted. Materials, equipment and devices shall not be reused unless such elements are in good repair or have been reconditioned and tested when necessary, placed in good and proper working condition and approved by the code official.

105.5 Approved materials and equipment. Materials, equipment and devices approved by the code official shall be constructed and installed in accordance with such approval.

105.6 Research reports. Supporting data, where necessary to assist in the approval of materials or assemblies not specifically provided for in this code, shall consist of valid research reports from approved sources.

SECTION 106
VIOLATIONS

106.1 Unlawful acts. It shall be unlawful for a person, firm or corporation to be in conflict with or in violation of any of the provisions of this code.

106.2 Notice of violation. The code official shall serve a notice of violation or order in accordance with Section 107.

106.3 Penalty. Any person, firm, or corporation who shall violate any provision of this code shall, upon conviction thereof, be subject to a fine of not less than $100.00 nor more than $1,000.00 or imprisonment for a term not to exceed 30 days, or both, at the discretion of the court, each day that a violation continues after due notice has been served, in accordance with the terms and provisions hereof, shall be deemed a separate offense. Such penalties for violation of any notice to cease violation or notice and order to correct shall begin to accrue on the first day such notice is served, and shall cease on the day the violation is stopped or abated.

106.3.1 Failure to abate. When a re-inspection is performed to determine abatement of a violation of this code and the inspection reveals that the abatement of the violation has not been completed; or the owner or person-in-charge is not present for a scheduled re-inspection, an additional inspection fee will be assessed for the re-inspection; and for every re-inspection thereafter. Failure to make the required payment, appear for an inspection, or abate the violations when required are also subject to the penalty section described in Section 106.3.

106.3.2 No show fee. A No Show Fee will be assessed
when an owner or person-in-charge fails to provide interior access for a scheduled inspection. Inspections in which an owner or person-in-charge fails to provide interior access must be rescheduled within 24-hours of the date and time of the initial inspection to avoid assessment of a No-Show Fee. When assessed, this fee must be paid within 7 days. Unpaid fees will be added to the next renewal fee for the rental housing permit and if still unpaid shall constitute a basis for denial of renewal.

106.3.3 Outstanding Fees. A Rental or Fire Permit will not be renewed until all outstanding “re-inspection”, “no-show” and “annual renewal” fees have been paid and any required applications or forms have been received by the CKCOG.

106.4 Failure to comply. Any person who shall continue any work on the system after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine of not less than $100.00 or more than $1,000.00. Each day that a violation continues after due notice has been served, in accordance with the terms and provisions hereof, shall be deemed a separate offense.

106.5 Abatement of violation. The imposition of the penalties herein prescribed shall not preclude the legal officer of the Municipality from instituting appropriate action to restrain, correct or abate a violation, or to prevent illegal occupancy of a building, structure or premises, or to stop an illegal act, conduct, business or utilization of the building, structure or premises.

SECTION 107
NOTICES AND ORDERS

107.1 Notice to person responsible. Whenever the code official determines that there has been a violation of this code or has grounds to believe that a violation has occurred, notice shall be given in the manner prescribed in Sections 107.2 and 107.3. Notices for an order of condemnation shall also comply with Section 108.7.

107.2 Form. Such notice prescribed in Section 107.1 shall be in accordance with all of the following:

1. Be in writing.
2. Include a description of the premises sufficient for identification.
3. Include a statement of the violation or violations and why the notice is being issued.
4. Include a correction order allowing a reasonable time to make the repairs and improvements required to bring the dwelling unit or structure into compliance with the provisions of this code.
5. Inform the owner of the right to appeal the notice of violation.
6. Inform the owner that failure to abate the violation(s) may result in a non-traffic Citation and the possible fines for same.

107.3 Method of service. Such notice shall be deemed to be properly served upon such owner if:

1. a copy thereof is delivered to the owner personally; or
2. sent by certified mail addressed to the owner at the last known address with return receipt requested; or
3. if the certified letter is returned with receipt showing that it has not been delivered; or
4. by posting a copy thereof in a conspicuous place in or about the structure or premises affected by such notice.

Service of such notice in the foregoing manner upon the person-in-charge for the structure or premises shall constitute service of notice upon the owner.

107.4 Unauthorized tampering. Signs, orders, stickers, placards, tags, or seals posted, affixed, or issued by the code official shall not be mutilated, destroyed or tampered with, or removed without authorization from the code official.

107.4.1 Replacement fee. If a sign, order, sticker, placard, tag, or seal posted, affixed, or issued by the code official is removed, damaged or lost, there will be a replacement fee to re-issue such sign, order, sticker, placard, tag, or seal.

107.5 Penalties. Penalties for noncompliance with orders and notices shall be as set forth in Section 106.

107.6 Transfer of ownership. It shall be unlawful for the owner of any dwelling unit or structure who has received a compliance order or upon whom a notice of violation has been served to sell, transfer, mortgage, lease or otherwise dispose of such dwelling unit or structure to
another until the provisions of the compliance order or notice of violation have been complied with, or until such owner shall first furnish the grantee, transferee, mortgagee or lessee a true copy of any compliance order or notice of violation issued by the code official and shall furnish to the code official a signed and notarized statement from the grantee, transferee, mortgagee or lessee, acknowledging the receipt of such compliance order or notice of violation and fully accepting the responsibility without condition for making the corrections or repairs required by such compliance order or notice of violation.

SECTION 108

UNSAFE STRUCTURES AND EQUIPMENT

108.1 General. When a structure or equipment is found by the code official to be unsafe, or when a structure is found unfit for human occupancy, or is found unlawful, such structure shall be placarded as Condemned or Uninhabitable pursuant to the provisions of this code and the severity of the violation.

108.2 Unsafe structures. An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because such structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe or of such faulty construction or unstable foundation, that partial or complete collapse is possible.

108.2.1 Unsafe equipment. Unsafe equipment includes any boiler, heating equipment, elevator, moving stairway, electrical wiring or device, flammable liquid containers or other equipment on the premises or within the structure which is in such disrepair or condition that such equipment is a hazard to life, health, property or safety of the public or occupants of the premises or structure.

108.3 Structure unfit for human occupancy. A structure is unfit for human occupancy whenever the code official finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is insanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by this code, or because the location of the structure constitutes a hazard to the occupants of the structure or to the public.

108.4 Unlawful structure. An unlawful structure is one found in whole or in part to be occupied by more persons than permitted under this code, or was erected, altered or occupied contrary to law or ordinance, including this code.

108.5 Dangerous structure or premises. For the purpose of this code, any structure or premises that has any or all of the conditions or defects described below shall be considered dangerous:

1. Any door, aisle, passageway, stairway, exit or other means of egress that does not conform to the approved building or fire code of the Municipality as related to the requirements for existing buildings.

2. The walking surface of any aisle, passageway, stairway, exit or other means of egress is so warped, worn loose, torn or otherwise unsafe as to not provide safe and adequate means of egress. Any portion of a building, structure or appurtenance that has been damaged by fire, earthquake, wind, flood, deterioration, neglect, abandonment, vandalism or by any other cause to such an extent that it is likely to partially or completely collapse, or to become detached or dislodged.

3. Any portion of a building, or any member, appurtenance or ornamentation on the exterior thereof that is not of sufficient strength or stability, or is not so anchored, attached or fastened in place so as to be capable of resisting natural or artificial loads of one and one-half the original designed value.

4. The building or structure, or part of the building or structure, because of dilapidation, deterioration, decay, faulty construction, the removal or movement of some portion of the ground necessary for the support, or for any other reason, is likely to partially or completely collapse, or some portion of the foundation or underpinning of the building or structure is likely to fail or give way.

5. The building or structure, or any portion thereof, is clearly unsafe for its use and occupancy.

6. The building or structure is neglected, damaged, dilapidated, unsecured or abandoned so as to become an attractive nuisance to children who might play in the building or structure to their danger, becomes a harbor for vagrants, criminals or immoral persons, or enables persons to resort to the building or structure for committing a
nuisance or an unlawful act.

7. Any building or structure has been constructed, exists or is maintained in violation of any specific requirement or prohibition applicable to such building or structure provided by the approved building or fire code of the Municipality, or of any law or ordinance to such an extent as to present either a substantial risk of fire, building collapse or any other threat to life and safety.

8. A building or structure, used or intended to be used for dwelling purposes, because of inadequate maintenance, dilapidation, decay, damage, faulty construction or arrangement, inadequate light, ventilation, mechanical or plumbing system, or otherwise, is determined by the code official to be an unsafe dwelling, unhealthful, or otherwise unsafe for human habitation or in such a condition that is likely to cause sickness or disease.

9. Any building or structure, because of a lack of sufficient or proper fire-resistance-rated construction, fire protection systems, electrical system, fuel connections, mechanical system, plumbing system or other cause, is determined by the code official to be a threat to life or health.

10. Any portion of a building remains on a site after the demolition or destruction of the building or structure or whenever any building or structure is abandoned so as to constitute such building or portion thereof as an attractive nuisance or hazard to the public.

108.6 Closing of vacant structures. If the structure is vacant and unfit for human habitation and occupancy, and is not in danger of structural collapse, the code official is authorized to post a placard stating condemned or uninhabitable on the premises and order the structure closed up so as not to be an attractive nuisance.

Upon failure of the owner to close up the premises within the time specified in the order, the code official shall cause the premises to be closed and secured through any available public agency or by contract or arrangement by private persons and the cost thereof shall be charged against the real estate upon which the structure is located and shall be a lien filed upon such real estate by the Municipality and may be collected by any other legal resource.

108.6.1 Authority to disconnect service utilities. The code official shall have the authority to authorize disconnection of utility service to the building, structure or system regulated by this code and the referenced codes and standards set forth in Section 102.7 in case of emergency where necessary to eliminate an immediate hazard to life or property or when such utility connection has been made without approval. The code official shall notify the serving utility and, whenever possible, the owner and occupant of the building, structure, or service system of the decision to disconnect prior to taking such action. If not notified prior to disconnection the owner or occupant of the building structure or service system shall be notified in writing as soon as practical thereafter.

108.7 Notice. Whenever the code official has condemned a structure or equipment under the provisions of this section, a notice shall be posted in a conspicuous place in or about the structure affected by such notice and served on the owner or the person or persons responsible for the structure or equipment in accordance with Section 107.3. If the notice pertains to equipment, it shall also be placed on the condemned equipment. The notice shall be in the form prescribed in Section 107.2.

108.8 Placarding. The code official shall also post on the premises or on defective equipment a placard bearing the word “Condemned” or “Uninhabitable” and a statement of the penalties provided for occupying the premises, operating the equipment or removing the placard.

108.8.1 Placard removal. The code official shall remove the placard whenever the defect or defects upon which the condemnation and placarding action were based have been eliminated. Any person who defaces or removes a condemnation placarding without the approval of the code official shall be subject to the penalties provided by this code in Section 107.4.1.

108.9 Prohibited occupancy. Any occupied structure placarded by the code official shall be vacated as ordered by the code official. Any person who shall occupy a placarded premises or shall operate placarded equipment, and any owner or any person responsible for the premises who shall let anyone occupy a placarded premises or operate placarded equipment shall be liable for the penalties provided by this code.

108.10 Abatement methods. The owner, person-in-charge, or occupant of a building, premises or equipment deemed unsafe by the code official shall abate or cause to be abated or corrected such unsafe conditions either by repair, rehabilitation, demolition or other approved corrective action.

108.11 Record. The code official shall cause a report to
be filed of an unsafe condition. The report shall state the occupancy of the structure and the nature of the unsafe condition.

SECTION 109
EMERGENCY MEASURES

109.1 Imminent danger. When, in the opinion of the code official, there is imminent danger of failure or collapse of a building or structure which endangers life, or when any structure or part of a structure has fallen and life is endangered by the occupation of the structure, or when there is actual or potential danger to the building occupants or those in the proximity of any structure because of explosives, explosive fumes or vapors or the presence of toxic fumes, gases or materials, or operation of defective or dangerous equipment, the code official is hereby authorized and empowered to order and require the occupants to vacate the premises forthwith. The code official shall cause to be posted at each entrance to such structure a placard reading as follows: “This Structure Is Dangerous and Unsafe” and further stating that its occupancy has been prohibited by the Code Official. It shall be unlawful for any person to enter such structure except for the purpose of securing the structure, making the required repairs, removing the hazardous condition or of demolishing the same.

109.2 Temporary safeguards. Notwithstanding other provisions of this code, whenever, in the opinion of the code official, there is imminent danger due to an unsafe condition, the code official shall order the necessary work to be done, including the boarding up of openings, to render such structure temporarily safe whether or not the legal procedure herein described has been instituted; and shall cause such other action to be taken as the code official deems necessary to meet such emergency.

109.3 Closing streets. When necessary for public safety, the code official shall temporarily close structures and close, or order the authority having jurisdiction to close, sidewalks, streets, public ways and places adjacent to unsafe structures, and prohibit the same from being utilized.

109.4 Emergency repairs. For the purposes of this section, the code official shall employ the necessary labor and materials to perform the required work as expeditiously as possible.

109.5 Costs of emergency repairs. Costs incurred in the performance of emergency work shall be paid by the Municipality. The legal counsel of the Municipality shall institute appropriate action against the owner of the premises where the unsafe structure is or was located for the recovery of such costs.

109.5 Hearing. Any person ordered to take emergency measures shall comply with such order forthwith. Any affected person shall thereafter, upon petition directed to the Appeals Board be afforded a hearing in accordance with Section 111.

SECTION 110
DEMOLITION

110.1 General. The code official shall order the owner of any premises upon which is located any structure, which in the code official’s judgment, after review, is so deteriorated or dilapidated or has become so out of repair as to be dangerous, unsafe, insanitary or otherwise unfit for human habitation or occupancy, and such that it is unreasonable to repair the structure, to demolish and remove such structure; or if such structure is capable of being made safe by repairs, to repair and make safe and sanitary, or to board up and hold for future repair or to demolish and remove at the owner’s option; or where there has been a cessation of normal construction of any structure for a period of more than two years, the code official shall order the owner to demolish and remove such structure, or board up until future repair. Boarding the building up for future repair shall not extend beyond one year, unless approved by the code official.

110.2 Notices and orders. All notices and orders shall comply with Section 107.

110.3 Failure to comply. If the owner of a premises fails to comply with a demolition order within the time prescribed, the code official shall, under the direction of the Municipality, cause the structure to be demolished and removed, either through an available public agency or by contract or arrangement with private persons, and the cost of such demolition and removal shall be charged against the real estate upon which the structure is located and there shall be a lien filed upon such premises by the Municipality.

110.4 Salvage materials. When any structure has been ordered demolished and removed, the Municipality or other designee under said contract or arrangement aforesaid shall have the right to sell the salvage and
valuable materials at the highest price obtainable. The net proceeds of such sale, after deducting the expenses of such demolition and removal, shall be promptly remitted with a report of such sale or transaction, including the items of expense and the amounts deducted, for the person who is entitled thereto, subject to any order of a court. If such a surplus does not remain to be turned over, the report shall so state.

SECTION 111
MEANS OF APPEAL

111.1 Request for appeal. All appeals concerning this code shall be heard before the CKCOG Board of Appeals as established by Municipal Resolution.

Exceptions:

1. Except for those Municipalities that have elected to retain an alternative Board of Appeals, in such cases, all appeals must be made in accordance with the alternate Board’s requirements. The alternative Board’s final determination must be forwarded to the CKCOG by the Board Secretary, via certified mail.

2. Appeals stemming from actions taken in accordance with Section 807 of this code shall be heard in accordance with procedures detailed in those Sections.

111.2 Appeal application deadline. The appellant wishing to appeal the decision of the code official shall do so within 20 calendar days upon receipt of the written notice of decision.

111.3 Application for appeal. The application for appeal shall be made available at the office of the CKCOG. The appeal application shall be completed including all required information and any relevant materials for the appeal including the written notice of decision of the code official and all applicable fees.

111.4 Fees. The fees for appeals under this code shall be established by the Executive Committee of the Board of Directors of the CKCOG.

111.5 Hearing date. The CKCOG Board of Appeals shall schedule a hearing of the board, to be held within 60 calendar days of the applicant’s request unless a written request for continuance shall be submitted to the Director of the CKCOG, detailing why the hearing should not be held as scheduled, and when the applicant would be able to attend. Such a request shall be ruled on by the Board Chairman and if granted rescheduled in accordance with the board rules, wherein both parties agree in writing to an extension in time.

111.6 Notice of hearing. The designee of the CKCOG Board of Appeals shall send in writing, no later than 10 business days prior to the hearing date and by first class mail, the Notice of Hearing; the appeals form; and the written decision or action of the code official that is being appealed to all board members, the Municipality and all Parties of interest.

111.7 Promulgation of decision. Final Appeals Board approval of the decision shall be made within 15 business days after the close of evidence, and shall be forwarded by certified mail to all Board members, the municipality and all parties of interest by the Board of Appeals.

SECTION 112
STOP WORK ORDER

112.1 Authority. Whenever the code official finds any work regulated by this code being performed in a manner contrary to the provisions of this code or in a dangerous or unsafe manner, the code official is authorized to issue a stop work order.

112.2 Issuance. A stop work order shall be in writing and shall be given to the owner of the premises, to the person in-charge, or to the person doing the work. Upon issuance of a stop work order, the cited work shall immediately cease. The stop work order shall state the reason for the order and the conditions under which the cited work is authorized to resume.

112.3 Emergencies. Where an emergency exists, the code official shall not be required to give a written notice prior to stopping the work.

112.4 Failure to comply. Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine of not less than $100 dollars or more than $1000 dollars.
CHAPTER 2
DEFINITIONS

SECTION 201
GENERAL

201.1 Scope. Unless otherwise expressly stated, the following terms shall, for the purposes of this code, have the meanings shown in the chapter.

201.2 Interchangeability. Words stated in the present tense include the future; words stated in the masculine gender shall include the feminine and the neuter; the singular number includes the plural and the plural, the singular.

201.3 Terms defined in other codes. Where terms are not defined in this code and are defined in the Uniform Construction Code of Pennsylvania, International Building Code, International Residential Code, International Plumbing Code, International Fuel Gas Code, International Mechanical Code, International Fire Code, International Existing Building Code, and National Electrical Code or NFPA 70, such words shall have the meanings ascribed to them as stated in those codes.

201.4 Terms not defined. Where terms are not defined through the methods authorized by this section, such terms shall have ordinarily accepted meanings such as the context implies.

201.5 Parts. Whenever the words “dwelling unit,” “dwelling,” “premises,” “building,” “rooming house,” “rooming unit,” “housekeeping unit” or “story” are stated in this code, they shall be construed as though they were followed by the words “or any part thereof”.

SECTION 202
GENERAL DEFINITIONS

ANCHORED, ANCHORAGE
Secured in a manner that provides positive connection.

ANNULAR SPACE
The opening around a penetrating item, such as a pipe or duct.

APPROVED
Approved by the code official.

ATTACHED (Building)
A building which is joined to another building on one or more sides by a common wall or roof; or an element of the building’s construction (such as a wall, ceiling, or floor) is shared with another building or portion of a building.

BASEMENT
That portion of a building which is partly or completely below grade and does not qualify as a story above grade.

BATHROOM
A room containing plumbing fixtures including a bathtub or shower.

BED & BREAKFAST (B&B)
For the purposes of this code, the definition of Bed & Breakfast shall be identical to the definition of Bed & Breakfast in the municipal zoning ordinance of the municipality adopting this code.

Bed & Breakfast (B & B) shall be defined as an owner-occupied building designed, used and occupied as a single-family residence, but having, as an accessory use therein, public lodging rooms and facilities for and serving breakfast prepared within the building to preregistered transient guests. (See PA Code Title 7, Ch. 46 and Consolidated Statutes Title 3, Ch. 57)

BEDROOM
Any room or space used or intended to be used for sleeping purposes in either a dwelling or sleeping unit.

BUILDING
Any structure utilized or intended for supporting or sheltering any occupancy.

ACCESSIBLE ELEMENT
An architectural or mechanical component of a building, facility, space, or site thereof that was required by, and complies with, the Accessibility Standard that was in place at the time of the construction of the building, facility, space, or site.
CARTWAY
A pathway, paved or not paved, intended for, but not limited to vehicular traffic, also known as a street, lane, alley, road, or drive.

CITATION
A legal writ giving notice to a person to appear in court for a violation of this code.

CODE OFFICIAL
The official who is charged with the administration and enforcement of this code, or any duly authorized representative, this term also includes the fire code official.

CONDEMN/CONDEMNED
The Code official has adjudged the structure or premises to be unfit for occupancy due to unsafe conditions and an imminent hazard to the health, safety or welfare of the occupants exists. The Code official is empowered to order the structure be vacated immediately.

CONGREGATE LIVING FACILITIES
A building or part thereof that contains sleeping units where residents share bathroom or kitchen facilities, or both (defined as an R-2 Use by the IBC, this definition includes fraternities/sororities, dormitories, and rooming houses).

COST OF SUCH DEMOLITION OR EMERGENCY REPAIRS
The costs shall include the actual costs of the demolition or repair of the structure less revenues obtained if salvage was conducted prior to demolition or repair. Costs shall include, but not be limited to, expenses incurred or necessitated related to demolition or emergency repairs, such as asbestos survey and abatement if necessary; costs of inspectors, testing agencies or experts retained relative to the demolition or emergency repairs; costs of testing; surveys for other materials that are controlled or regulated from being dumped in a landfill; title searches; mailings; postings; recording; and attorney fees expended for recovering of the cost of emergency repairs or to obtain or enforce an order of demolition made by a code official or board of appeals.

COURT
An open, uncovered space unobstructed to the sky, and bounded on three (3) or more sides by exterior building walls or other enclosing devices.

DETERIORATION
To weaken, disintegrate, corrode, rust, or decay and lose effectiveness.

DRAFTSTOP/DRAFTSTOPPING
A material, device or construction installed to restrict the movement of air within open spaces of concealed areas of building components such as crawl spaces, floor/ceiling assemblies, roof/ceiling assemblies and attics.

DWELLING UNIT(S)
A single unit providing complete, independent living facilities for one (1) or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation.

EASEMENT
That portion of land or property reserved for present or future use by a person or agency other than the legal fee owner or person-in-charge of the property. The easement shall be permitted to be for use under, on, or above a said lot or lots.

ELEVATED PARKING STRUCTURE
Any structure or portion of structure designed for the purpose of parking or storage of motor vehicles that is not directly supported throughout by soil.

EMERGENCY ESCAPE AND RESCUE OPENING
An operable exterior window, door or other similar device that provides for a means of escape and access for rescue in the event of an emergency.

EQUIPMENT SUPPORT
Those structural members or assemblies of members or manufactured elements, including braces, frames, lugs, snuggers, hangers, or saddles, that transmit gravity load, lateral load, and operating load between the equipment and the structure.

EXTERIOR
The outside of a structure, including all horizontal and vertical surfaces.

EXTERIOR PROPERTY
The open space on the premises and on adjoining property under the control of owner or person-in-charge of such premises.

FARM LABOR CAMP HOUSING
A Seasonal Farm Labor Camp as defined by the
Pennsylvania Code, Title 7, Chapter 82, Seasonal Farm Labor Camps, is living quarters, including housing accommodations, motels, rooming houses, dormitories, and mobile homes maintained directly or indirectly in connection with any work of or place where work is being performed by seasonal farm workers, whether or not rent is paid or reserved for use or occupancy.

**FIRE BARRIER**
A fire-resistance-rated wall assembly of materials designed to restrict the spread of fire in which continuity is maintained.

**FIREBLOCKING**
Building materials or materials for use as fireblocking, installed to resist the free passage of flame to other areas of the building through concealed spaces.

**FIRE CODE OFFICIAL.**
The code official who is charged with the administration and enforcement of Chapter 7 of this code, or any duly authorized representative. Where the term code official is used, it shall be understood to include the fire code official.

**FIRE ESCAPE**
A stairway located on the exterior of the structure that is constructed for the sole purpose of providing a path of egress travel for building occupants in the event of emergency and does not meet the dimensional requirements of an exterior stairway.

**FIRE PARTITION**
A vertical assembly of materials designed to restrict the spread of fire in which openings are protected.

**FIRE WALL**
A fire-resistance-rated wall having protected openings, which restricts the spread of fire and extends continuously from the foundation to or through the roof, with sufficient structural stability under fire conditions to allow collapse of construction on either side without collapse of the wall.

**FRATERNITY/SORORITY HOUSE**
For the purposes of this code, the definition of fraternity / sorority house shall be identical to the definition of fraternity or sorority house in the municipal zoning ordinance of the municipality adopting this code. If the municipal zoning ordinance does not contain a definition for a fraternity or sorority house then the fraternity or sorority house shall be defined for this code as; any building used as a dwelling and occupied by and maintained exclusively or primarily for college, university, or professional school students who are affiliated with a social, honorary, or professional organization recognized currently or in the past by a college, university, or professional school. Defined as an R-2 Use by the IBC, this definition includes dormitories and rooming houses.

**GARbage**
The animal or vegetable waste resulting from the handling, preparations, cooking and consumption of food.

**GRADE FLOOR OPENING**
A window or other opening located such that the sill height of the opening is not more than 44 inches above or below the finished ground level adjacent to the opening.

**GLAZING**
A transparent material (such as glass) used for windows, including all the materials used to keep the transparent material secured within the frame or pane.

**GUARD(S)**
A building component or a system of building components located at or near the open sides of elevated walking surfaces that minimizes the possibility of a fall from the walking surface to a lower level.

**HABITABLE SPACE(S)**
Space in a structure for living, sleeping, eating, or cooking. Bathrooms, toilet rooms, closets, halls, storage, utility spaces, and similar areas are not considered habitable spaces.

**HANDRAIL**
A horizontal or sloping rail intended for grasping by the hand for guidance or support.

**HEATING SYSTEM**
A mechanical or electrical system that provides heat to a structure including mechanical equipment, appliances, ducts, filters, radiators, furnaces, pumps, piping, and fuel storage.

**HISTORIC BUILDING**
Any building or structure that is one (1) or more of the following:

1. Listed or certified as eligible for listing, by the State Historic Preservation Officer or the Keeper of the National Register of Historic Places, in the National Register of Historic Places.
2. Designated as historic under an applicable state or local law.
3. Certified as a contributing resource within a National Register or state or locally designated historic district.

**Hood System**
An air intake system used to capture by entrapment, impingement, adhesion, or similar means, grease, moisture, heat, and similar contaminants to transfer them out of the space. The system includes cooking equipment, filters, hoods, ducts, fans, fire extinguishing systems, and special effluent or energy control systems.

**Housekeeping Unit**
A room or group of rooms forming a single habitable space equipped and intended to be used for living, sleeping, cooking, and eating which does not contain, within such a unit, a toilet, lavatory, or bathtub or shower.

**Imminent Danger**
A condition which could cause serious or life-threatening injury or death at any time.

**Infestation**
The presence, within or contiguous to, a structure or premises of insects, rodents, vermin, or other pests.

**Inoperable Motor Vehicle**
A vehicle which cannot be driven upon the public streets for reason including but not limited to being unlicensed, unregistered, uninspected, wrecked, abandoned, in a state of disrepair, or incapable of being moved under its own power.

**Inoperable/Inoperative**
Not capable of being used for the intended purpose due to defect, disrepair or legal status.

**Insect**
Any of a group of small and often winged animals that are arthropods having six jointed legs and a body formed of a head, thorax, and abdomen; or any animal commonly called an insect or bug.

**Interior**
The inside of a structure or enclosed area, including all surfaces within this area.

**International Building Code (IBC)**

**International Residential Code (IRC)**

**Junk**
“Junk” shall mean any used and discarded or abandoned materials or articles including, but not limited to, boats, trailers, machinery, equipment, appliances, house furnishings, structures, recreational equipment, building materials and debris, vehicle parts, rimless tires, the scrap and parts thereon and any other article or material which has been discarded and is not generally useable for the purpose for which it was manufactured. It shall also mean materials or articles including, but not limited to grills, building materials, toys, household goods, lawn mowers and similar equipment, machinery, appliances, house furnishings, structures, vehicle parts, and any other article or material which has been stored outside, and has remained unused for a period of more than 180 days.

**Labeled**
Equipment, materials, or products to which have been affixed a label, seal, symbol, or other identifying mark of a nationally recognized testing laboratory, inspection agency, or other organization concerned with product evaluation that maintains periodic inspection of the production of the above labeled items and whose labeling indicates either that the equipment, material, or product meets identified standards or has been tested and found suitable for a specified purpose.

**Let for Occupancy or Let**
To permit, provide, or offer possession or occupancy of a dwelling, dwelling unit, rooming unit, building, premise or structure by a person who is or is not the legal owner or person-in-charge of record thereof, pursuant to a written or unwritten lease, agreement or license, or pursuant to a recorded or unrecorded agreement of contract for the sale of land.

**Life Safety Violation**
A condition that could cause serious or life-threatening injury or death at any time due to structures or existing equipment that are or hereafter become unsafe or deficient because of inadequate means of egress, which cause a fire hazard, are otherwise dangerous to human life or the public welfare, or which involve illegal or over occupancy or failure to maintain fire protection systems. These violations are defined in written regulation by the Code Official.

**Maintained**
To keep in an existing state (as of repair, efficiency, or validity) and preserve from failure or decline.
MAJOR COMPONENT PARTS (Vehicles)
Includes any of the following parts of a vehicle: engine, transmission, front-end assemblies or unibodies structure which may consist of headlight, grille, fenders, bumpers and hood; fenders; hood; any door; any bumper; pickup box or cargo box; airbags; computer assembly; radio or stereo components; or trunk lid, deck lid, tailgate or hatchback, whichever is present.

MEANS OF EGRESS
A continuous and unobstructed path of vertical and horizontal egress travel from any occupied portion of a building or structure to a public way. A means of egress consists of three (3) separate and distinct parts; the exit access, the exit, and the exit discharge.

MUNICIPALITY
The township or borough having powers of self-government that has adopted this code by ordinance or resolution.

NEGLECT
The lack of proper maintenance for a building or structure.

NON-COMPLIANT
That which does not meet the requirements of this code, nor the intent of this code.

NON-RESIDENTIAL
Structures or portions of structures not meant to be used as a dwelling unit.

NO-SHOW FEE
A fee charged for the failure of the owner or person-in-charge to be present for an inspection within ten (10) minutes after the start time of the scheduled inspection.

NOXIOUS
A plant part or plant in any stage of development that is determined to be injurious to crops, livestock, agricultural land or other property, including forest land and bodies of water.

OCCUPANCY
The purpose for which a building or portion thereof is utilized or occupied.

OCCUPANT(S)
Any individual or individuals living or sleeping in a building, or having possession of a space within a building.

OCCUPANT LOAD
The number of persons for which the means of egress of a building or portion thereof is designed.

ONE OR TWO-FAMILY DWELLING
For the purposes of this code, a detached dwelling for one or two families and multiple single-family dwellings (townhouses)-and not more than three (3) stories in height with a separate means of egress.

OPEN BURNING
For the purposes of this code, the definition of open burning shall be identical to the definition of open burning in the municipal Zoning or other ordinance of the municipality adopting this code. Where not defined by municipal Ordinance, open burning shall be defined as burning of materials wherein products of combustion are emitted directly into the ambient air without passing through a stack or chimney from an enclosed chamber. Open burning does not include road flares, smudgepots, or similar devices associated with safety or occupational uses typically considered open flames, recreational fires, or use of portable outdoor fireplaces. For the purpose of this definition, a chamber shall be regarded as enclosed when, during the time combustion occurs, only apertures, ducts, stacks, flues, or chimneys necessary to provide combustion air and permit the escape of exhaust gas are open.

OPENABLE AREA
That part of a window, skylight, or door which is available for unobstructed ventilation and which opens directly to the outdoors.

OWNER
Any person, firm, or corporation having a legal or equitable interest in the premises; or recorded in the official records of the state, county, or municipality as holding title to the premises; or otherwise having control of the premises, including the guardian of the estate of any such person, and the executor or administrator of the estate of such person if ordered to take possession of real property by a court, or in the absence of such people, the person-in-charge, or the owner or person-in-charge’s employee or representative.

OWNER (Vehicles)
A person, other than a lienholder, having the property right in or title to a vehicle. The term includes a person entitled to the use and possession of a vehicle subject to a security interest in another person, but excludes a lessee under a lease not intended as security.
PERSON/PERSONS
An individual, corporation, partnership, or any other group acting as a unit.

PERSON-IN-CHARGE
The Person-in-charge may be the Owner, a rental agent, a manager, or a designated person within a firm or corporation; this person is designated as the first point of contact for notifications or correspondence and is authorized to make decisions regarding the property and its occupants and ensure compliance with local codes and ordinances.

PEST CONTROL OPERATOR
An individual or company that is licensed by the Pennsylvania Department of Agriculture to apply pesticides and holds a valid certificate for the pesticide types being utilized (See PA Code Title 7, Chapter 128).

PEST ELIMINATION
The control and elimination of insects, rodents, or other pests by eliminating their harborage places; by removing or making inaccessible materials that serve as their food or water; or by other approved pest elimination methods.

PEST
An insect, rodent, nematode, fungus, weed, or any other form of terrestrial, aquatic plant, animal life, virus, bacteria, or other microorganism (except viruses, bacteria, or other microorganisms on or in a living person or other living animals) which the Administrator of the Environmental Protection Agency declares to be a pest under Section 25(c)(1) of the Federal Fungicide and Rodenticide Act of 1947 (7 U.S.C.A. § 136(1)).

PLACARD/PLACARDED
The posting or placement of an official notification of Condemned or Uninhabitable on or at the structure or premises.

PREMISES
A lot, plot, parcel of land, easement, or public way, including any structures thereon.

PROPERTY MAINTENANCE VIOLATION
Any conflict or violation of this code, other than a life safety violation as determined by the code official.

PUBLIC WAY
Any street, alley, or similar parcel of land essentially unobstructed from the ground to the sky, which is deeded, dedicated, or otherwise permanently appropriated to the public for public use.

R-1, R-2, R-3, R-4 Use Groups (See USE GROUP R-1, R-2, R-3, R-4)

RECREATIONAL FIRE
An outdoor fire burning materials other than rubbish where the fuel being burned is not contained in an incinerator, outdoor fireplace, portable outdoor fireplace, barbeque grill or barbeque pit and has a total fuel area of three (3) feet or less in diameter and two (2) feet or less in height, intended for pleasure, religious, ceremonial, cooking, warmth or similar purposes.

RENT TO OWN / LEASE PURCHASE / OWNER FINANCING
The terms Rent to Own, Lease Purchase, and Owner Financing will be interchangeable for the purpose of this Ordinance. The Owner on the Deed of Record shall be required to comply with all regulations of this ordinance, regardless of any private agreement to transfer the property at a later date.

RESIDENT
Anyone who resides in a dwelling unit for any six (6) days or more in any ten (10) day period.

RESIDENTIAL RENTAL PROPERTY
Any building, or portion thereof, which is let for occupancy or rent as a residential dwelling, with or without compensation for a continuous period of more than 30 days. This definition shall include Farm Labor Camp Housing. This definition shall not include hotels, motels, tourist homes, vacation homes, Short-Term Rentals, or bed-and-breakfast establishments intended primarily for transient use of 1-29 days.

RODENT
Belonging or pertaining to the gnawing or nibbling mammals of the order Rodentia, including rats, mice, squirrels, beavers, etc.

ROOF
A roof is defined as the exterior surface on the top of a building that is not means for walking or seating and does not have fall protection features such as guardrails.

ROOMING HOUSE
A building arranged or occupied for lodging, with or without meals, for compensation and not occupied as a one or two-family dwelling.

ROOMING UNIT
Any room or group of rooms forming a single habitable unit occupied or intended to be occupied for sleeping or living, but not for cooking purposes.
RUBBISH
Combustible and non-combustible waste materials except garbage; the term shall include the residue from the burning of wood, coal, coke and other combustible materials, paper, rags, cartons, boxes, wood, excelsior, rubber, leather, tree branches, yard trimmings, tin cans, metals, mineral matter, glass, crockery and dust and other similar materials.

SAFE
In full compliance with the life and fire safety requirements of this code as determined by the code official.

SANITARY
A surface that is free of visible soil and free from elements such as filth or bacteria that endanger health. Also, the reduction of pathogenic organisms on a clean surface to a safe level.

SATISFACTORY RENTAL HOUSING INSPECTION
Defined as two (2) or fewer life safety violations or five (5) or fewer property maintenance violations per permit as determined by the code official.

SHORT-TERM RENTAL
For the purposes of this code, the definition of Short-Term Rental shall be identical to the definition of Short-Term Rental in the municipal zoning ordinance of the municipality adopting this code. Where not defined by municipal zoning ordinance, Short-Term Rental shall be defined as a dwelling wherein a furnished room, multiple rooms or an entire property is let for occupancy for a period ranging from 1 - 29 days.

SIDEWALK
That portion of a street between curb lines, or the lateral lines of a roadway, and the adjacent property lines, intended for use by pedestrians whether paved or unpaved. (See also WALKING SURFACE)

SLEEPING UNIT
A room or space in which people sleep, which can also include permanent provisions for living, eating, and either sanitation or kitchen facilities, but not both. Such rooms and spaces that are also part of a dwelling unit are not sleeping units.

SMOKE BARRIER
A continuous membrane, either vertical or horizontal, such as a wall, floor or ceiling assembly, that is designed and constructed to restrict the movement of smoke.

STAIR
A change in elevation, consisting of one (1) or more risers.

STAIRWAY, EXTERIOR
A stairway that is open on at least one (1) side, except for required structural columns, beams, handrails, or guards. The adjoining open areas shall be either yards, courts, or public ways. The other sides of the exterior stairway need not be open.

STAIRWAY, INTERIOR
A stairway not meeting the definition of an exterior stairway.

STAIRWAY
One (1) or more flights of stairs, either exterior or interior, with the necessary landings and platforms connecting them, to form a continuous and uninterrupted passage from one level to another.

STORY
That portion of a building included between the upper surface of a floor and the upper surface of the floor or roof next above.

STORY ABOVE GRADE
Any story having its finished floor surface entirely above grade, except that a basement shall be considered a story above grade where the finished surface of the floor above the basement is:
1. More than six (6) feet above grade plane.
2. More than six (6) feet above the finished ground level for more than 50% of the total building perimeter.
3. More than 12 feet above the finished ground at any point.

STRICT LIABILITY OFFENSE
An offense in which the prosecution in a legal proceeding is not required to prove criminal intent as a part of its case. It is enough to prove that the defendant either did an act which was prohibited, or failed to do an act which the defendant was legally required to do.

STRUCTURE
That which is built or constructed or a portion thereof.

TENANT
A person, corporation, partnership, or group, whether or not the legal owner or person-in-charge of record, occupying a building or portion thereof as a unit.
**TOILET ROOMS**
A room containing a water closet or urinal but not a bathtub or shower.

**TOURIST HOME**
For the purposes of this code, the definition of **tourist home** shall be identical to the definition of **tourist home** in the municipal zoning ordinance of the **municipality** adopting this code. Where not defined by municipal zoning ordinance, **Tourist Home** shall be defined as a dwelling which is the principal residence of the **owner**, caters to the needs of the travelling public by the furnishing of sleeping accommodation, and may include the provision of meals.

**TOWNHOUSE**
A single-family **dwelling unit** constructed in a group of three (3) or more attached units in which each unit extends from the foundation to **roof** and with open space on at least two (2) sides.

**TRANSIENT**
**Occupancy** of a dwelling unit or sleeping unit for not more than 29 days (1-29 days).

**TREE**
A plant having a permanently woody main stem or trunk, ordinarily growing to a considerable height, and usually developing branches at some distance from the ground; or any of the various shrubs, bushes, and plants resembling a **tree** in form and size.

**TREE, DYING**
A tree in an advanced state of decline because it is diseased, infested by insects or rotting and cannot be saved by reasonable treatment or pruning, or must be removed to prevent spread of the infestation or disease to other trees, or is imminently likely to become a danger or die.

**TREE, STRUCTURALLY UNSOUND**
Any tree with a significantly degraded root system, bole, or canopy that significantly increases the likelihood of failure of the entire tree or parts of the tree.

**ULTIMATE DEFORMATION**
The deformation at which failure occurs and which shall be deemed to occur if the sustainable load reduces to 80% or less of the maximum strength.

**UNINHABITABLE**
The Code Officer has adjudged the **structure** or **premises** to be unfit for **occupancy** due to unlawful conditions or that an imminent hazard to the health, safety or welfare of the occupants exists. The **Code official** is empowered to order any **structure** such **placarded** be vacated immediately or within a time period set by the Code Official.

**USE GROUP R-1**
This use group shall include all hotels, motels, and boarding houses for more than five (5) **occupants** who are primarily **transient** in nature and occupying the facilities for a period of less than 30 days.

**USE GROUP R-2**
This use group shall include all multiple-family dwellings having more than two (2) **dwelling units**, **rooming houses** having more than five (5) **rooming units**, and fraternities/sororities and dormitories or **congregate living facilities** in which the **occupants** are primarily not **transient** in nature and meant for 16 or more occupants.

**USE GROUP R-3**
This group shall include all **buildings** arranged for **occupancy** as one or two-family **dwelling units** including not more than five (5) lodgers or boarders, or adult and child care facilities that provide accommodations for five (5) or fewer **persons** of any age for less than 24 hours, or **Congregate living facilities** (nontransient) with 16 or fewer occupants.

**USE GROUP R-4**
This use group shall include all residential **buildings** arranged for **occupancy** as Residential Care/Assisted Living Facilities including more than five (5) but not more...
than 16 occupants, excluding staff.

**TRANSIENT RENTAL or SHORT-TERM RENTAL (VACATION HOME)**
For the purposes of this code, the definition of transient rental shall be identical to the definition of transient rental in the municipal zoning ordinance of the municipality adopting this code. Where not defined by municipal zoning ordinance, transient rental shall be defined as a dwelling not occupied by the Owner on a regular or permanent basis, wherein a furnished room, multiple rooms or an entire property is let for occupancy for a period ranging from 1 - 29 days.

**VEHICLE**
Every device in, upon or by which any person or property is or may be transported or drawn upon a highway, except devices used exclusively upon rails or tracks. This term includes but is not limited to the following as defined by PA Title 75, Chapter 1, Vehicles: Passenger Vehicles, Utility Trailers, House Trailers, Motor Homes, Recreational Trailers, Recreational Cargo Trailers, Truck Campers, Boats and Watercraft Trailers, and Watercraft powered and non-powered.

**VENTILATION**
The natural or mechanical process of supplying conditioned or unconditioned air to, or removing such air from, any space.

**VIOLATION**
A failure to follow or abide by the requirements as set forth by this code.

**WALKING SURFACE**
A stable, solid surface including but not limited to stone, concrete, brick, compacted stone, compacted earth, or in some cases grass or other non-solid surfaces, intended for the movement of foot traffic.

**WEED(S)**
An uncultivated, invasive, or noxious plant, growing where it is not wanted and in competition with cultivated plants, or any plant adjudged by the municipality or the code official to be a nuisance in its existing form or location.

**WORKMANLIKE**
Executed in a skilled manner; e.g., generally plumb, level, square, in line, undamaged, and without marring adjacent work.

**YARD**
An open space on the same lot with a structure.
CHAPTER 3
GENERAL REQUIREMENTS

SECTION 301
GENERAL

301.1 Scope. The provisions of this chapter shall govern the minimum conditions and the responsibilities of persons for maintenance of structures, equipment, and exterior property.

301.2 Responsibility. The owner or person-in-charge of the premises shall maintain the structures and exterior property in compliance with these requirements, except as otherwise provided for in this code. A person shall not occupy as owner-occupant or permit another person to occupy premises which are not in a safe and sanitary condition and which do not comply with the requirements of this chapter. Occupants of a dwelling unit, rooming unit, or housekeeping unit are responsible for keeping in a safe and sanitary condition that part of the dwelling unit, rooming unit, housekeeping unit, or premises which they occupy and control.

301.3 Vacant structures and land. All vacant structures and premises thereof or vacant land shall be maintained in a secure, safe and sanitary condition as provided herein so as not to cause a blighting problem or adversely affect the public health or safety.

SECTION 302
EXTERIOR PROPERTY AREAS

302.1 Sanitation. All exterior property and premises shall be maintained in a safe and sanitary condition. The occupant shall keep that part of the exterior property, which such occupant occupies or controls, in a safe and sanitary condition.

302.2 Grading and drainage. All premises shall be graded and maintained to prevent the erosion of soil and to prevent the accumulation of stagnant water thereon, or within any structure located thereon.

Exception: Approved retention areas and reservoirs.

302.3 Sidewalks and driveways. All sidewalks, driveways, parking spaces, and stairways for public use on private property shall be kept in a proper state of repair and maintained free of all snow, ice, mud, and debris. If any sidewalks or driveway, or portion thereof, by virtue of its state of repair shall constitute a hazard to public health and safety, the sidewalk or driveway or portion thereof shall be replaced in accordance with municipal regulations.

302.4 Weeds. Premises shall be maintained free from weeds or plant growth in excess of 10" (ten inches). Weeds shall be defined as all uncultivated grasses, annual plants and vegetation, other than trees or shrubs provided; however, this term shall not include cultivated flowers and gardens. Noxious weeds as defined by the Commonwealth of PA in Act 46 of 2017 shall be prohibited.

Upon failure of the owner or person-in-charge of a property to cut and destroy weeds after service of a notice of violation, they shall be subject to prosecution in accordance with Section 106.3 and as prescribed by the Municipality. Upon failure to comply with the notice of violation, any duly authorized employee of the Municipality or contractor hired by the Municipality shall be authorized to enter upon the premises in violation and cut and destroy the weeds growing thereon, and the costs of such removal shall be paid by the owner or person-in-charge responsible for the premises.

302.5 Fire escapes and exterior stairways. All fire escapes, exterior stairways, and all walking surfaces leading from these structures to a public way shall be kept in a proper state of repair and maintained free of all snow, ice, mud, and debris. Removal of snow and ice shall be completed within 24 hours after the snow has ceased to fall or the ice has developed.

302.6 Rodent harborage. All structures and exterior property shall be kept free from rodent harborage and infestation. Where rodents are found, they shall be promptly exterminated by an approved process which will not be injurious to human health. After extermination, proper precautions shall be taken to eliminate rodent harborage and prevent re-infestation.

302.6.1 Rodent elimination. When ordered by the code official, rodent control measures shall be done by a Pest
Control Operator, with a current certification issued by the Pennsylvania Department of Agriculture to perform this work.

302.7 Interior furniture. Furniture that is manufactured and intended exclusively for interior use including but not limited to sofas, couches, recliners, chase lounges, upright padded chairs, mattresses, box springs, or any furniture containing sufficient padding, and material whether animal, natural, or manmade that it cannot resist the environmental elements such as weather, insects, rodents, or vermin, or which may be in the opinion of the code official a fire hazard, shall not be stored or left on the lawn, driveway, parking area, or walkway.

Exception: That furniture that is properly placed at the curbside for refuse collection.

302.8 Exhaust vents. Pipes, ducts, conductors, fans, or blowers shall not discharge gases, steam, vapor, hot air, grease, smoke, odors, or other gaseous or particulate wastes directly upon abutting or adjacent public or private property or that of another tenant.

302.9 Accessory structures. All accessory structures, including detached garages, fences and walls, shall be maintained structurally sound and in good repair.

302.10 Motor Vehicles. Except as provided for in other regulations, no inoperable motor vehicle shall be parked, kept or stored on any premises, and no vehicle shall at any time be in a state of major disassembly, disrepair, or in the process of being stripped or dismantled. Painting of vehicles is prohibited unless conducted inside an approved spray booth.

Exceptions:

1. A vehicle of any type is permitted to undergo major overhaul, including body work, provided that such work is performed inside a structure or similarly enclosed area designed and approved for such purposes.
2. A vehicle owned by the resident conducting major repair or restoration work on his own vehicle in an enclosed garage.

302.11 Defacement of property. No person shall willfully or wantonly damage, mutilate, or deface any exterior surface of any structure or building on any private or public property by placing thereon any marking, carving, or graffiti. It shall be the responsibility of the owner or person-in-charge to restore said surface to an approved state of maintenance and repair.

302.12 Elevated parking structures. Elevated parking structures shall be inspected on a regular basis, not to exceed seven (7) years, by a registered design professional in the Commonwealth of Pennsylvania contracted by the owner or person-in-charge and at the owner or person-in-charge’s expense, to verify the ability of the structure to adequately support the appropriate loads as defined by the International Building Code. A letter stating the suitability of the structure to adequately resist the code-defined loads shall be kept on file at the code office.

302.13 Trees. This section applies to potentially hazardous, diseased, or infested trees or parts of trees, that are dead, dying, structurally unsound, infected with contagious diseases or insects, have significant decay that may potentially impact trees on public or private property, damage structures or property, or cause personal injury.

302.13.1 Study ordered. At any time when the code official, municipal arborist, municipal director of public works, or other municipal official observes a tree that appears to be a structurally unsound tree, a diseased tree, a dead tree, a dying tree, has significant amount of decay present, or is a dangerous tree, the code official, municipal arborist, or municipal director of public works has the authority to order a special inspection or study be completed by a third party professional certified arborist, contracted by the owner or person-in-charge, at the owner or person-in-charge’s expense.

302.13.2 Report completion. When ordered in accordance with Section 302.13.1, a special inspection or engineering report shall be produced to the official who ordered the study within 15 calendar days.

302.13.3 Tree removal. If a tree is determined to be a dangerous tree by a certified arborist, the code official, municipal arborist, or municipal director of public works has the authority to require the modification of the tree, as to abate the hazard, and maintain the tree in a non-dangerous condition. If the hazard cannot be abated, the code official, municipal arborist, or municipal director of public works has the authority to require the removal of the tree. The modification or removal shall be ordered in writing in accordance with the requirements of Section 107 of this Code.

Exception: in Municipalities with adopted Ordinances governing the removal, maintenance and planting of trees, the compliance provisions of such Ordinance shall supersede Section 302.13.3.

302.13.4 Correction order. The correction order shall be in writing and include details of the correction to be
made, the deadline to complete the corrections, and penalties for non-compliance.

SECTION 303
SWIMMING POOLS, SPAS AND HOT TUBS

303.1 Swimming pools. Swimming pools shall be maintained in a safe and sanitary condition, and in good repair.

303.2 Enclosures. Private swimming pools, hot tubs, and spas containing water more than 24 inches in depth, shall be completely surrounded by a fence or barrier at least 48 inches in height above the finished ground level measured on the side of the barrier away from the pool. Gates and doors in such barriers shall be self-closing and self-latching. Where the self-latching device is less than 54 inches above the bottom of the gate, the release mechanism shall be located on the pool side of the gate. Self-closing and self-latching gates shall be maintained such that the gate will positively close and latch when released from an open position of six (6) inches from the gatepost. No existing pool enclosure shall be removed, replaced, or changed in a manner that reduces its effectiveness as a safety barrier.

Exception: Spas or hot tubs with a safety cover that complies with ASTM F1346 shall be exempt from the provisions of this section.

SECTION 304
EXTERIOR STRUCTURE

304.1 General. The exterior of a structure shall be maintained in good repair, structurally sound, and sanitary so as not to pose a threat to the public health, safety, or welfare.

304.1.1 Unsafe conditions. The following conditions shall be determined as unsafe and shall be repaired or replaced to comply with the International Building Code or the International Existing Building Code as required for existing buildings:

1. The nominal strength of any structural member is exceeded by nominal loads, the load effects, or the required strength;
2. The anchorage of the floor or roof to walls or columns, and of walls and columns to foundations is not capable of resisting all nominal loads or load effects;
3. Structures or components thereof that have reached their limit state;
4. Siding and masonry joints including joints between the building envelope and the perimeter of windows, doors, and skylights are not maintained, weather resistant, or water tight;
5. Structural members that have evidence of deterioration or that are not capable of safely supporting all nominal loads and load effects;
6. Foundation systems that are not firmly supported by footings, are not plumb and free from open cracks and breaks, are not properly anchored, or are not capable of supporting all nominal loads and resisting all load effects;
7. Exterior walls that are not anchored to supporting and supported elements or are not plumb and free of holes, cracks or breaks and loose or rotting materials, are not properly anchored or are not capable of supporting all nominal loads and resisting all load effects;
8. Roofing or roofing components that have defects that admit rain, roof surfaces with inadequate drainage, or any portion of the roof framing that is not in good repair with signs of deterioration, fatigue, or without proper anchorage and incapable of supporting all nominal loads and resisting all load effects;
9. Flooring and flooring components with defects that affect serviceability, or flooring components that show signs of deterioration or fatigue, are not properly anchored, or are incapable of supporting all nominal loads and resisting all load effects;
10. Veneer, cornices, belt courses, corbels, trim, wall facings, and similar decorative features not properly anchored or that are anchored with connections not capable of supporting all nominal loads and resisting all load effects;
11. Overhang extensions or projections including, but not limited to, trash chutes, canopies, marquees, signs, awnings, fire escapes, standpipes, and exhaust ducts not properly anchored or that are anchored with connections not capable of supporting all nominal loads and resisting all load effects;
12. Exterior stairs, decks, porches, balconies, and all similar appurtenances attached thereto, including...
guards and handrails, are not structurally sound, not properly anchored, or that are anchored with connections not capable of supporting all nominal loads and resisting all load effects; or

13. Chimneys, cooling towers, smokestacks, and similar appurtenances not structurally sound or not properly anchored, or that are anchored with connections not capable of supporting all nominal loads and resisting all load effects.

Exceptions:

1. When substantiated otherwise by an approved method.
2. Demolition of unsafe conditions shall be permitted when approved by the code official.

304.2 Protective treatment. All exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks, and fences shall be maintained in good condition. Exterior wood surfaces, other than decay resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking, or chipped paint shall be eliminated and surfaces repainted. All siding and masonry joints, as well as those between the building envelope and the perimeter of windows, doors, and skylights, shall be maintained, weather resistant, and water tight. All metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion, and all surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Oxidation stains shall be removed from exterior surfaces. Surfaces designed for stabilization by oxidation are exempt from this requirement.

304.3 Premises identification. Buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be a minimum of four (4) inches high with a minimum stroke width of 0.5 inch.

304.3.1 Subordinate premises identification. Individual dwelling units in multi-family dwellings shall have approved address numbers placed in a position to be plainly legible and visible from the adjacent egress path. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. For units that the door can been seen from the exterior of the building, numbers shall be a minimum of four (4) inches high with a minimum stroke width of 0.5 inch. For units that the door cannot been seen from the exterior of the building, numbers shall be a minimum of 1.5 inches high with a minimum stroke width of 0.25 inch.

304.4 Structural members. All structural members shall be maintained free from deterioration and shall be capable of safely supporting the imposed dead and live loads.

304.5 Foundation walls. All foundation walls shall be maintained, plumb and free from open cracks and breaks, and shall be kept in such condition so as to prevent the entry of rodents and other pests.

304.6 Exterior walls. All exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.

304.7 Roofs and drainage. The roof and flashing shall be sound, tight, and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters, and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance or negatively impacts neighboring properties.

304.8 Decorative features. All cornices, belt courses, corbels, terra cotta trim, wall facings, and similar decorative features shall be maintained in good repair with proper anchorage and in a safe condition.

304.9 Overhang extensions. All overhang extensions including, but not limited to canopies, marquees, signs, metal awnings, fire escapes, standpipes, and exhaust ducts shall be maintained in good repair and be properly anchored so as to be kept in a sound condition. When required, all exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.

304.10 Stairways, decks, porches, and balconies. Every exterior stairway, deck, porch, balcony, and all appurtenances attached thereto, shall be maintained, structurally sound, in good repair, with proper anchorage, and capable of supporting the imposed loads.

304.11 Chimneys and towers. All chimneys, cooling
towers, smoke stacks, and similar appurtenances shall be maintained, structurally safe and sound, and in good repair. All exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather coating materials, such as paint or similar surface treatment.

304.12 Handrails and guards. Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.

304.13 Windows, skylights, and door frames. Every window, skylight, door, and frame shall be kept in sound condition, good repair, and weather tight.

304.13.1 Glazing. All glazing materials shall be maintained free from cracks and holes.

304.13.2 Openable windows. Every window, other than a fixed window not required for egress, shall be easily openable and capable of being held in position by window hardware.

304.14 Insect screens. Every door, window, and other outside opening required for ventilation purposes serving any structure having habitable or occupiable rooms, food preparation areas, food service areas, or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged, or stored shall be supplied with approved tightly fitting screens of not less than 16 mesh per inch, and every screen door shall have a self-closing device in good working condition. Screens shall not be torn or damaged in a way that may allow insect infestation into the structure.

304.14.1 Insect screens in food preparation areas. In multi-family dwellings and commercial structures, every door, operable window, and other outside opening serving any congregate food preparation areas, congregate food service areas, or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged, or stored shall be supplied with approved tightly fitting screens of not less than 16 mesh per inch, and every screen door shall have a self-closing device in good working condition. Screens shall not be torn or damaged in a way that may allow insect infestation into the structure.

Exception: Those structures where an approved air-curtain, manufactured, and tested for the expressed purpose of pest control is properly installed and maintained in proper working fashion.

304.15 Doors. All exterior doors, door assemblies, operator systems if provided, and hardware shall be maintained in good condition. Locks at all entrances to dwelling units and sleeping units shall tightly secure the door. Locks on means of egress doors shall be in accordance with Section 702.3.

304.16 Basement hatchways. Every basement hatchway shall be maintained to prevent the entrance of rodents, rain, and surface drainage water.

304.17 Guards for basement windows. Every basement window that is openable shall be supplied with rodent shields, storm windows, or other approved protection against the entry of rodents.

304.18 Building security. Doors, windows, or hatchways for dwelling units, room units, or housekeeping units shall be provided with devices designed to provide security for the occupants and property within.

304.18.1 Doors. Doors providing access to a dwelling unit, rooming unit, or housekeeping unit that is rented, leased, or let shall be equipped with a deadbolt lock designed to be readily openable from the side from which egress is to be made without the need for keys, special knowledge, or effort, and shall have a lock throw of not less than one (1) inch. Such deadbolt locks shall be installed according to the manufacturer’s specifications and maintained in good working order. For the purpose of this section, a sliding bolt shall not be considered an acceptable deadbolt lock.

304.18.2 Windows. Operable windows located in whole or in part within six (6) feet of ground level or a walking surface below that provides access to a dwelling unit, rooming unit, or housekeeping unit that is rented, leased, or let shall be equipped with a window sash-locking device.

304.18.3 Basement hatchways. Basement hatchways that provide access to a dwelling unit, rooming unit, or housekeeping unit that is rented, leased, or let shall be equipped with devices that secure the units from unauthorized entry.

304.19 Roof occupancy. Any person that is on or occupying the roof of any building shall be in violation of this code. In addition to the noted enforcement agencies authorized in this code, this section can be enforced by the police department having jurisdiction.
Exception: Occupancy of the roof is permitted for authorized persons for the purposes of inspection or repairs to the roof or equipment on the roof.

304.20 Fire escape use. The express and sole purpose of a fire escape is to provide a means of egress from a building during an emergency and the purpose of an exterior stairway is to provide ingress or egress from a building. It shall be a violation of this code to gather on or use the fire escape or exterior stairway for any purpose other than described.

304.21 Ice buildup. The owner or person-in-charge shall not allow ice or other material to build up on a roof, overhang, gutter, or other structure to the point where it is not fully supported throughout by the building structure or to a point where, in the opinion of the code official, it presents a risk of falling or causing injury. If such a condition does exist, the owner or person-in-charge shall remove such material immediately.

304.22 Gates. All exterior gates, gate assemblies, operator systems if provided, and hardware shall be maintained in good condition. Latches at all entrances shall tightly secure the gates.

304.23 Exterior stairway riser opening protectives. For all buildings receiving the initial fire permit or initial rental housing permit on or after the adoption date of this Code by a Municipality, at no point shall the opening between the treads permit the passage of a sphere four (4) inches in diameter.

304.24 Fire escape inspection. Fire escapes shall be inspected on a regular basis, not to exceed six (6) years, by a registered design professional in the Commonwealth of Pennsylvania contracted by the owner or person-in-charge and at the owner or person-in-charge’s expense, to verify the ability of the structure to adequately support the appropriate loads as defined by the International Building Code. A copy of this report or a letter stating the suitability of the structure to adequately resist the code-defined loads shall be submitted to the CKCOG office when inspected.

SECTION 305
INTERIOR STRUCTURE

305.1 General. The interior of a structure and equipment therein shall be maintained in good repair, structurally sound, and in a sanitary condition. Occupants shall keep that part of the structure which they occupy or control in a clean and sanitary condition. Every owner or person-in-charge of a structure containing a rooming house, housekeeping units, a hotel, a dormitory, two (2) or more dwelling units, or two (2) or more nonresidential occupancies shall maintain, in a safe and sanitary condition, the shared or public areas of the structure and exterior property.

305.1.1 Owner/Occupant Responsibility. Owner or person-in-charge or occupants who fail to keep that part of the structure which they occupy or control in a clean and sanitary condition are in violation of this code and subject to the provisions of Sections 106.3 and 106.3.1. and are exempt from the notification requirements of Section 107.

305.1.2 Unsafe conditions. The following conditions shall be determined as unsafe and shall be repaired or replaced to comply with the International Building Code or the International Existing Building Code as required for existing buildings:

1. The nominal strength of any structural member is exceeded by nominal loads, the load effects, or the required strength;
2. The anchorage of the floor or roof to walls or columns, and of walls and columns to foundations is not capable of resisting all nominal loads or load effects;
3. Structures or components thereof that have reached their limit state;
4. Structural members are incapable of supporting nominal loads and load effects;
5. Stairs, landings, balconies and all similar walking surfaces, including guards and handrails, are not structurally sound, not properly anchored or are anchored with connections not capable of supporting all nominal loads or resisting all load effects;
6. Foundation systems that are not firmly supported by footings, are not plumb and free from open cracks and breaks, are not properly anchored, or are not capable of supporting all nominal loads and resisting all load effects.

Exceptions:

1. When substantiated otherwise by an approved method.
2. Demolition of unsafe conditions shall be permitted when approved by the code official.

305.2 Structural members. All structural members shall be maintained structurally sound, and be capable of supporting the imposed loads.

305.3 Interior surfaces. All interior surfaces, including windows and doors, shall be maintained in a good, safe and sanitary condition. Peeling, chipping, flaking, or abraded paint shall be repaired, removed, or covered. Cracked or loose plaster, decayed wood, and other defective surface conditions shall be corrected. If moisture is the cause of paint deterioration or other defective surface conditions, the cause of the moisture shall be corrected.

305.4 Stairs and walking surfaces. Every stair, ramp, landing, balcony, porch, deck, or other walking surface shall be maintained in a sound condition and good repair.

305.5 Handrails and guards. Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.

305.6 Interior doors. Every interior door shall fit reasonably well within its frame and shall be capable of being opened and closed by being properly and securely attached to jambs, headers, or tracks as intended by the manufacturer of the attachment hardware.

305.7 Interior stairway riser opening protectives. For all buildings receiving the initial fire permit or initial rental housing permit on or after the adoption date of this code, at no point shall the opening between the treads permit the passage of a sphere four (4) inches in diameter.

305.8 Residential rental unit vehicle storage. In residential rental units that have attached areas for vehicle storage (garages), any hazards such as inadequate fire separations, inadequate fire rating on structure, furnaces installed, or other deficiencies that in the opinion of the code official constitutes a life safety or fire hazard, the hazard shall be mitigated or the area shall be transformed into a use that is compliant based on the conditions present. This would include but not limited to the disabling of or locking of doors to prevent the ability to use the space for vehicle storage.

SECTION 306
COMPONENT SERVICEABILITY

306.1 General. The components of a structure and equipment therein shall be maintained in good repair, structurally sound, and in a sanitary condition.

306.1.1 Unsafe conditions. Where any of the following conditions cause the component or system to be beyond its limit state, the component or system shall be determined as unsafe and shall be repaired or replaced to comply with the International Building Code as required for existing buildings:

1. Soils that have been subjected to any of the following conditions:
   1.1. Collapse of footing or foundation system;
   1.2. Damage to footing, foundation, concrete, or other structural element due to soil expansion;
   1.3. Adverse effects to the design strength of footing, foundation, concrete, or other structural element due to a chemical reaction from the soil;
   1.4. Inadequate soil as determined by a geotechnical investigation;
   1.5. Where the allowable bearing capacity of the soil is in doubt; or
   1.6. Adverse effects to the footing, foundation, concrete, or other structural element due to the ground water table.

2. Concrete that has been subjected to any of the following conditions:
   2.1. Deterioration;
   2.2. Ultimate deformation;
   2.3. Fractures;
   2.4. Fissures;
   2.5. Spalling;
   2.6. Exposed reinforcement; or
   2.7. Detached, dislodged, or failing connections.

3. Aluminum that has been subjected to any of the following conditions:
   3.1. Deterioration;
   3.2. Corrosion;
3.3. Elastic deformation;
3.4. *Ultimate deformation*;
3.5. Stress or strain cracks;
3.6. Joint fatigue; or
3.7. *Detached*, dislodged, or failing connections.

4. Masonry that has been subjected to any of the following conditions:
   4.1. Deterioration;
   4.2. *Ultimate deformation*;
   4.3. Fractures in masonry or mortar joints;
   4.4. Fissures in masonry or mortar joints;
   4.5. Spalling;
   4.6. Exposed reinforcement; or
   4.7. *Detached*, dislodged, or failing connections.

5. Steel that has been subjected to any of the following conditions:
   5.1. Deterioration;
   5.2. Elastic deformation;
   5.3. *Ultimate deformation*;
   5.4. Metal fatigue; or
   5.5. *Detached*, dislodged, or failing connections.

6. Wood that has been subjected to any of the following conditions:
   6.1. *Ultimate deformation*;
   6.2. Deterioration;
   6.3. Damage from insects, rodents, and other vermin;
   6.4. Fire damage beyond charring;
   6.5. Significant splits and checks;
   6.6. Horizontal shear cracks;
   6.7. Vertical shear cracks;
   6.8. Inadequate support;
   6.9. *Detached*, dislodged, or failing connections; or Excessive cutting and notching.

**Exceptions:**
1. When substantiated otherwise by an approved method.
2. Demolition of unsafe conditions shall be permitted when approved by the code official.

**306.2 Engineering study and special inspection.** At any time when the code official observes a condition that is determined to require additional inspection or study by someone with advanced or specialized knowledge, the code official has the authority to order a special inspection or engineering study be completed by a third-party professional in accordance with Section 311, at the owner or person-in-charge’s expense.

**SECTION 307 HANDRAILS AND GUARDS**

**307.1 General.** Every exterior and interior flight of stairs having more than four (4) risers shall have a *handrail* on one side of the stair and every open portion of a stair, landing, balcony, porch, deck, ramp, or other walking surface which is more than 30 inches above the floor or grade below shall have *guards*.

**Exception:** Fire escapes shall comply with the requirements of Section 307.2.

**307.1.1 Handrails.** Handrails shall not be less than 30 inches high or more than 42 inches high measured vertically above the nosing of the tread or above the finished floor of the landing or walking surfaces. The handgrip portion of handrails shall not be less than 1-1/4 inches nor more than 2 inches in cross-sectional dimension or the shape shall provide equivalent grasp ability. At least one (1) handrail shall be provided for a stairway. The top of a guardrail may serve as a handrail, provided it meets the handrail requirements.

**Exception:** For properties replacing handrails, the handrails shall be installed as required by the currently in effect *International Building Code* (IBC) or *International Residential Code* (IRC).

**307.1.2 Guards.** Guards shall not be less than 36 inches above the floor of the landing, balcony, porch, deck, ramp, or other walking surface. Horizontal spacing between the vertical members in required guards shall be a maximum of six (6) inches at the nearest point between the members in accordance with the requirements of the *International Building Code*. 
Exception: For properties replacing guards, the guards shall be installed as required by the currently in effect International Building Code (IBC) or International Residential Code (IRC).

Guards installed in handrails assemblies within common enclosed stair towers are permitted as previously approved until replaced.

307.1.3 Guards required. When a walking surface passes within three (3) feet of a downward change in elevation of 30 inches or more, the change in elevation shall be protected by a guard.

307.2 Fire escape guards. Fire escape stairs and landings shall be provided with a top and intermediate guard on each side.

SECTION 308
RUBBISH AND GARBAGE

308.1 Accumulation of rubbish or garbage. All exterior property and premises, and the interior of every structure, shall be free from any accumulation of rubbish or garbage.

308.2 Disposal of rubbish. Every occupant of a structure shall dispose of all rubbish in a sanitary manner by placing such rubbish in approved containers.

308.2.1 Rubbish storage facilities. The owner or person-in-charge of every occupied premises shall supply approved, covered containers necessary for the proper control and disposal of rubbish, and the owner or person-in-charge of the premises shall be responsible for the removal of rubbish.

308.2.2 Refrigerators. Refrigerators and similar equipment not in operation shall not be discarded, abandoned or stored on premises without first removing the doors.

308.2.3 Unhealthy Accumulations. No person shall accumulate rubbish or save, collect, stockpile, or keep any abandoned, discarded junk, or inoperative vehicles, boats, trailers or recreational vehicles of any type.

308.3 Disposal of garbage. Every occupant of a structure shall dispose of garbage in a clean and sanitary manner by placing such garbage in an approved garbage disposal facility or approved containers.

308.3.1 Garbage facilities. The owner or person-in-charge of every dwelling shall supply one of the following: an approved mechanical food waste grinder in each dwelling unit; an approved incinerator unit in the structure available to the occupants in each dwelling unit; or one or more approved, leak-proof, covered, outside containers sufficient to contain the occupants rubbish or garbage.

308.3.2 Containers. The operator of every establishment producing garbage shall provide, and at all times cause to be utilized, approved leak-proof containers provided with close-fitting covers for the storage of such materials until removed from the premises for disposal.

SECTION 309
PEST ELIMINATION

309.1 Infestation. All structures shall be kept free from insect and rodent infestation. All structures in which insects or rodents are found shall be promptly exterminated by approved processes that will not be injurious to human health. After extermination, proper precautions shall be taken to prevent re-infestation.

309.1.1 Insect and rodent elimination. When ordered by the code official, insect or rodent control measures shall be done by a pest control operator, with a current certification issued by the Pennsylvania Department of Agriculture to perform this work.

309.2 Owner. The owner or person-in-charge of any structure shall be responsible for extermination within the structure prior to renting or leasing the structure.

309.3 Single occupant. The occupant of a one-family dwelling or of a single-tenant nonresidential structure shall be responsible for extermination on the premises.

309.4 Multiple occupancy. The owner or person-in-charge of a structure containing two (2) or more dwelling units, a multiple occupancy, a rooming house, or a nonresidential structure shall be responsible for extermination in the public or shared areas of the structure and exterior property. If infestation is caused by failure of an occupant to prevent such infestation in the area occupied, the occupant and owner or person-in-charge shall be responsible for extermination.
309.5 Occupant. The occupant of any structure shall be responsible for the continued rodent and infestation-free condition of the structure.

Exception: Where the infestations are caused by defects in the structure, the owner or person-in-charge shall be responsible for extermination.

SECTION 310 CHEMICAL AND RADIATION HAZARDS

310.1 Chemical and radiation hazards. Documentation from an approved laboratory shall accompany any complaint of chemical or radiation hazard in a structure. Identification of hazards shall be conducted by a person certified by the Pennsylvania Department of Environmental Protection or the United States Environmental Protection Agency for such testing and the results published by an approved laboratory. Every owner or person-in-charge of a structure in which an identified chemical or radiation hazard exists shall be responsible to make the structure safe.

SECTION 311 ENGINEERING STUDY AND SPECIAL INSPECTIONS

311.1 Engineering study and special inspection. At any time when the code official observes a condition that is determined to require additional inspection or study by someone with advanced or specialized knowledge, the code official has the authority to order a special inspection or engineering study be completed by a third-party professional, contracted by the owner or person-in-charge, at the owner or person-in-charge’s expense.

311.1.1 Qualifications. The code official shall state in the request for study any minimum qualifications that in the professional opinion of the code official are required to adequately study or inspect the observed problem.

311.1.2 Report completion. When ordered in accordance with this section, a special inspection or engineering report shall be produced to the CKCOG within 45 calendar days.

Exception: The code official can extend this deadline when, in the professional opinion of the code official in conjunction with the engineer of record or special inspector, that the report cannot be properly produced within this timeframe due to weather, climate, or study scope and complexity.

311.1.3 Report content. At a minimum, when ordered in accordance with this section, the report shall include a description of the problem, report of the findings, required actions to mitigate the problem, Pennsylvania seal (for registered design professionals), signature, date, deadline for completion of work, any intermediate inspections that are required prior to completion, and any requirements prior to completion regarding use and occupancy of the structure.

311.1.4 Report completion letter. When the work detailed in the report is completed, a letter from the special inspector or design professional shall be produced within 15 calendar days, indicating their acceptance of the work and any future need for involvement.

SECTION 312 EMERGENCY ACCOMMODATIONS

312.1 Scope. The provisions of this section apply to rental housing units that have been declared unfit for human habitation, condemned, uninhabitable, or unsafe by the code official or in accordance with this code, and in the opinion of the code official or the conditions requiring the declaration were not caused by the tenant or were not within the tenant’s control to advert.

312.2 Accommodations. If the dwelling will not be able to be used for a period of eight (8) hours or more or it will not be accessible for any time between the hours of 11pm and 7am local prevailing time the code official may order the owner or person-in-charge to make accommodations for the tenants to be housed at an alternative location that is permitted properly under this code solely at the owner or person-in-charge’s expense and at no expense to the tenant. In addition, if the accommodations provided do not provide for cooking and eating facilities in accordance with this code, the owner or person-in-charge shall provide the tenant with a meal allowance in accordance with United States General Services Administration (GSA) stated rates for the duration of the period of displacement.
SECTION 313
ACCESSIBILITY FEATURES

313.1 Scope. The provisions of this section apply to all structures and exterior areas that have been constructed with accessibility features required by the International Building Code (IBC).

313.2 Maintenance. The accessibility features of all structures shall be maintained in the same condition and configuration as they were permitted and constructed.
CHAPTER 4
LIGHT, VENTILATION AND OCCUPANCY LIMITATIONS

SECTION 401
GENERAL

401.1 Scope. The provisions of this chapter shall govern the minimum conditions and standards for light, ventilation and space for occupying a structure.

401.2 Responsibility. The owner of the structure shall provide and maintain light, ventilation and space conditions in compliance with these requirements. An owner shall not occupy, or permit another person to occupy, any premises that do not comply with the requirements of this chapter.

401.3 Alternative devices. In lieu of the means for natural light and ventilation herein prescribed, artificial light or mechanical ventilation complying with the International Building Code shall be permitted.

SECTION 402
LIGHT

402.1 Habitable spaces. Every habitable space shall have at least one window of approved size facing directly to the outdoors or to a court. The minimum total square feet of glazing, measured between stops, for every habitable space shall be 8 percent of the floor area of such room, except in kitchens where artificial light is provided in accordance with the provisions of the International Building Code. Wherever walls or other portions of a structure face a window of any room and such obstructions are located less than 3 feet from the window and extend to a level above that of the ceiling of the room, such window shall not be deemed to face directly to the outdoors nor to a court and shall not be included as contributing to the required minimum total window area for the room.

402.2 Common halls and stairways. Every common hall and stairway in residential occupancies, other than in one- and two-family dwellings, shall be lighted at all times with at least a 60- watt standard incandescent for each 200 square feet of floor area or equivalent illumination, provided that the spacing between lights shall not be greater than 30 feet. In other than residential occupancies, means of egress, including exterior means of egress, stairways shall be illuminated at all times the building space served by the means of egress is occupied with a minimum of 1 foot-candle (11 lux) at floors, landings and treads.

402.3 Other spaces. All other spaces shall be provided with natural or artificial light sufficient to permit the maintenance of sanitary conditions, and the safe occupancy of the space and utilization of the appliances, equipment and fixtures.

SECTION 403
VENTILATION

403.1 Habitable spaces. Every habitable space shall have at least one openable window. The total openable area of the window in every room shall be equal to at least 45 percent of the minimum glazed area required in Section 402.1.

Exceptions:

1. Where rooms and spaces without openings to the outdoors are ventilated through an adjoining room, the unobstructed opening to the adjoining room shall be at least 8 percent of the floor area of the interior room or space, but not less than 25 square feet. The ventilation openings to the outdoors shall be based on a total floor area being ventilated.

2. Rooms where mechanical ventilation is provided in accordance with the International Mechanical Code shall be provided with a level of ventilation that meets or exceeds this section.

403.2 Bathrooms and toilet rooms. Every bathroom and toilet room shall comply with the ventilation requirements for habitable spaces as required by Section 403.1, except that a window shall not be required in such spaces equipped with a mechanical ventilation system. Air exhausted by a mechanical ventilation system from a bathroom or toilet room shall discharge to the outdoors and shall not be recirculated.
403.3 Cooking facilities. Unless approved through the certificate of occupancy, cooking shall not be permitted in any rooming unit or dormitory unit, and a cooking facility or appliance shall not be permitted to be present in the rooming unit or dormitory unit.

Exceptions:
1. Where specifically approved in writing by the code official.
2. Devices such as coffee pots and microwave ovens shall not be considered cooking appliances.

403.4 Process ventilation. Where injurious, toxic, irritating or noxious fumes, gases, dusts or mists are generated, a local exhaust ventilation system shall be provided to remove the contaminating agent at the source. Air shall be exhausted to the exterior and not be recirculated to any space.

403.5 Clothes dryer exhaust. Clothes dryer exhaust systems shall be independent of all other systems and shall be exhausted outside the structure in accordance with the manufacturer’s instructions.

Exception: Listed and labeled condensing (ductless) clothes dryers.

403.5.1 Duct construction. Exhaust ducts shall be constructed of minimum 0.016-inch-thick rigid metal ducts, having smooth interior surfaces with joints running in the direction of air flow. Exhaust ducts shall not be connected with sheet-metal screws or fastening means which extend into the duct.

403.5.2 Transition ducts. Transition ducts shall not be concealed within construction. Flexible transition ducts used to connect the dryer to the exhaust duct system shall be limited to single lengths, not to exceed 8 feet.

403.5.3 Length identification. For buildings constructed after January 1, 2010, and those installing dryer venting systems after the effective date of this code, where the exhaust duct is concealed within the building construction, the equivalent length of the exhaust duct shall be identified on a permanent label or tag. The label or tag shall be located within 6 feet of the exhaust duct to appliance connection.

403.5.4 Auxiliary equipment identification. For buildings constructed after January 1, 2010, and those installing dryer venting systems after the effective date of this code, where the exhaust duct length exceeded the maximum length requirements and an auxiliary blower or fan has been installed to allow additional duct length, the presence of this equipment must be identified including the equipment location, the equipment manufacturer name and model number, service requirements, and frequency of service. The label or tag shall be located within 6 feet of the exhaust duct to appliance connection.

SECTION 404 OCCUPANCY LIMITATIONS

404.1 Privacy. Dwelling units, hotel units, housekeeping units, rooming units and dormitory units shall be arranged to provide privacy and be separate from other adjoining spaces.

404.2 Minimum room widths. A habitable room, other than a kitchen, shall not be less than seven (7') feet in any plan dimension. Kitchens shall have a minimum clear passageway of three (3') feet between counter fronts and appliances or counter fronts and walls.

404.3 Minimum ceiling heights. Habitable spaces, hallways, corridors, laundry areas, bathrooms, toilet rooms and habitable basement areas shall have a minimum clear ceiling height of not less than seven (7') feet.

Exceptions:
1. In one- and two-family dwellings, beams or girders spaced not less than four (4') feet on center and projecting not more than six (6") inches below the required ceiling height.
2. Basement rooms in one- and two-family dwellings occupied exclusively for laundry, study or recreation purposes, having a ceiling height of not less than 6 feet 8 inches (6'8") with not less than 6 feet 4 inches (6'4") of clear height under beams, girders, ducts and similar obstructions.
3. Rooms occupied exclusively for sleeping, study or similar purposes and having a sloped ceiling over all or part of the room, with a clear ceiling height of at least seven (7') feet over not less than one-third of the required minimum floor area. In calculating the floor area of such rooms, only those portions of the floor area with a clear ceiling height of five (5') feet or more shall be included.

404.3.1 Stair headroom. The minimum headroom in all parts of the stairway shall not be less than 6 feet 8
404.4 Bedroom and living room requirements. Every bedroom and living room shall comply with the requirements of Sections 404.4.1 through 404.4.5.

404.4.1 Room area. Every living room shall contain at least 120 square feet and every bedroom shall contain at least 70 square feet and every bedroom occupied by more than one person shall contain not less than 50 square feet of floor area for each occupant thereof (See Table 404.4.1).

404.4.2 Access from bedrooms. Bedrooms shall not constitute the only means of access to other bedrooms or habitable spaces and shall not serve as the only means of egress from other habitable spaces.

Exception: Units that contain fewer than two bedrooms.

404.4.3 Water closet accessibility. Every bedroom shall have access to at least one water closet and one lavatory without passing through another bedroom. Every bedroom in a dwelling unit shall have access to at least one water closet and lavatory located in the same story as the bedroom or an adjacent story.

404.4.4 Prohibited occupancy. Kitchens and non-habitable spaces shall not be used for sleeping purposes.

404.4.5 Other requirements. Bedrooms shall comply with the applicable provisions of this code including, but not limited to, the light, ventilation, room area, ceiling height and room width requirements of this chapter; the plumbing facilities and water-heating facilities requirements of Chapter 5; the heating facilities and electrical receptacle requirements of Chapter 6; and the smoke detector and emergency escape requirements of Chapter 7.

404.5 Overcrowding. The number of persons occupying a dwelling unit or any space shall not create conditions that, in the opinion of the code official, endanger the life, health, safety or welfare of the occupants.

404.5.1 Establishing Occupancy Limits. The code official shall establish in accordance with the building code that was legally adopted at the time of construction the occupancy limit for each dwelling unit, tenant space, and building.

404.5.2 Egress limitations. Any room, space or dwelling unit containing more than 50 persons gathering for purposes such as civic, social or religious functions, recreation, food or drink consumption is required to have at least two approved exits. When more than one exit is required, all exit doors must swing in the direction of egress. Any dwelling unit requiring two or more exits is required to comply with Section 702.1.1 regarding exit signs and emergency lighting.

404.5.2.1 Over occupancy. It shall be a violation of this code for any person to permit the number of persons in a dwelling unit, tenant space, or building to exceed the occupancy limit established by the code official once determined.

404.5.3 Establishing Residency Limits. The code official may establish in accordance with the building code, applicable zoning ordinance requirements, and the requirements of this code the residency limit for each dwelling unit.

404.5.3.1 Zoning restrictions. For existing buildings being converted to a rental property without the need for a change of use permit, the occupancy will be in accordance with Section 404.4.1 or determined by the Zoning regulations of the Municipality, whichever is most restrictive.

404.5.3.2 Over residency. It shall be a violation of this code for any person to permit the number of persons residing in a dwelling unit, tenant space, or building to exceed the residency limit established by code official once determined.

404.6 Efficiency unit. Nothing in this section shall prohibit an efficiency living unit from meeting the following requirements:

1. A unit occupied by not more than two occupants shall have a clear floor area of not less than 220 square feet. A unit occupied by three occupants shall have a clear floor area of not less than 320 square feet. These required areas shall be exclusive of the areas required by Items 2 and 3 of this Section.

2. The unit shall be provided with a kitchen sink, cooking appliance and refrigeration facilities, each having a clear working space of not less than 30 inches (30") in front. Light and ventilation conforming to this code shall be provided.
3. The unit shall be provided with a separate bathroom containing a water closet, lavatory, and bathtub or shower.

4. The maximum number of occupants shall be three (3).

**Table 404.4.1**

<table>
<thead>
<tr>
<th># OF OCCUPANTS</th>
<th>REQUIRED MINIMUM SQ. FT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>70’</td>
</tr>
<tr>
<td>2</td>
<td>120’</td>
</tr>
<tr>
<td>3</td>
<td>170’</td>
</tr>
<tr>
<td>Ea. Additional</td>
<td>+50’</td>
</tr>
</tbody>
</table>

Sleeping Areas Example:

<table>
<thead>
<tr>
<th>SLEEPING AREA</th>
<th>SQ. FT</th>
<th># OF OCCUPANTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bedroom 1</td>
<td>113</td>
<td>1</td>
</tr>
<tr>
<td>Bedroom 2</td>
<td>127</td>
<td>2</td>
</tr>
<tr>
<td>Bedroom 3</td>
<td>92</td>
<td>1</td>
</tr>
</tbody>
</table>

Living Space Example:

<table>
<thead>
<tr>
<th>SPACE</th>
<th>MINIMUM AREA IN SQUARE FEET</th>
</tr>
</thead>
<tbody>
<tr>
<td>Occupancy</td>
<td>1-2</td>
</tr>
<tr>
<td>Living Room</td>
<td>120</td>
</tr>
<tr>
<td>Dining Room</td>
<td>No Req.</td>
</tr>
<tr>
<td>Bedrooms</td>
<td>Shall Comply with Table 404.4.1</td>
</tr>
</tbody>
</table>

**404.7 Food preparation.** All spaces to be occupied for food preparation purposes shall contain suitable space and equipment to store, prepare and serve foods in a sanitary manner. There shall be adequate facilities and services for the sanitary disposal of food wastes and refuse, including facilities for temporary storage.
CHAPTER 5
PLUMBING FACILITIES AND FIXTURE REQUIREMENTS

SECTION 501
GENERAL

501.1 Scope. The provisions of this chapter shall govern the minimum plumbing systems, facilities and plumbing fixtures to be provided.

501.2 Responsibility. The owner of the structure shall provide and maintain such plumbing facilities and plumbing fixtures in compliance with these requirements. An owner shall not occupy, or permit another person to occupy, any structure or premises which does not comply with the requirements of this chapter.

SECTION 502
REQUIRED FACILITIES

502.1 Dwelling units. Every dwelling unit shall contain its own bathtub or shower, lavatory, water closet and kitchen sink which shall be maintained in a sanitary, safe working condition. The lavatory shall be placed in the same room as the water closet or located in close proximity to the door leading directly into the room in which such water closet is located. A kitchen sink shall not be used as a substitute for the required lavatory.

502.2 Rooming houses. A minimum of one water closet, lavatory and bathtub or shower shall be supplied for each four (4) rooming units.

502.3 Hotels. Where private water closets, lavatories and baths are not provided, one water closet, one lavatory and one bathtub or shower having access from a public hallway shall be provided for each ten (10) occupants.

502.4 Employees’ facilities. A minimum of one water closet, one lavatory and one drinking facility shall be available to employees.

502.4.1 Drinking facilities. Drinking facilities shall be a drinking fountain, water cooler, bottled water cooler or disposable cups next to a sink or water dispenser. Drinking facilities shall not be located in toilet rooms or bathrooms.

502.4.2 Public toilet facilities. Public toilet facilities shall be maintained in a safe sanitary and working condition in accordance with the International Plumbing Code. Except for periodic maintenance or cleaning, public access and use shall be provided to the toilet facilities at all times during occupancy of the premises.

SECTION 503
TOILET ROOMS

503.1 Privacy. Toilet rooms and bathrooms shall provide privacy and shall not constitute the only passageway to a hall or other space, or to the exterior. A door and interior locking device shall be provided for all common or shared bathrooms and toilet rooms in a multiple dwelling.

503.2 Location. Toilet rooms and bathrooms serving hotel units, rooming units or dormitory units or housekeeping units, shall have access by traversing not more than one flight of stairs and shall have access from a common hall or passageway.

503.3 Location of employee toilet facilities. Toilet facilities shall have access from within the employees’ working area. The required toilet facilities shall be located not more than one story above or below the employees’ working area and the path of travel to such facilities shall not exceed a distance of 500 feet. Employee facilities shall either be separate facilities or combined employee and public facilities.

Exception: Facilities that are required for employees in storage structures or kiosks, which are located in adjacent structures under the same ownership, lease or control, shall not exceed a travel distance of 500 feet from the employees’ regular working area to the facilities.

503.4 Floor surface. In buildings other than dwelling
units, every toilet room floor shall be maintained to be a smooth, hard, nonabsorbent surface to permit such floor to be easily kept in a clean and sanitary condition.

SECTION 504
PLUMBING SYSTEMS AND FIXTURES

504.1 General. All plumbing fixtures shall be properly installed and maintained in working order, and shall be kept free from obstructions, leaks and defects and be capable of performing the function for which such plumbing fixtures are designed. All plumbing fixtures shall be maintained in a safe, sanitary and functional condition.

504.2 Fixture clearances. Plumbing fixtures shall have adequate clearances for usage and cleaning.

504.3 Plumbing system hazards. Where it is found that a plumbing system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, inadequate venting, cross connection, back siphonage, improper installation, deterioration or damage or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazard.

SECTION 505
WATER SYSTEM

505.1 General. Every sink, lavatory, bathtub or shower, drinking fountain, water closet or other plumbing fixture shall be properly connected to either a public water system or to an approved private water system. All kitchen sinks, lavatories, laundry facilities, bathtubs and showers shall be supplied with hot or tempered and cold running water in accordance with the International Plumbing Code.

505.2 Contamination. The water supply shall be maintained free from contamination, and all water inlets for plumbing fixtures shall be located above the flood-level rim of the fixture. Shampoo basin faucets, janitor sink faucets and other hose bibs or faucets to which hoses are attached and left in place, shall be protected by an approved atmospheric-type vacuum breaker or an approved permanently attached hose connection vacuum breaker.

505.3 Supply. The water supply system shall be installed and maintained to provide a supply of water to plumbing fixtures, devices and appurtenances in sufficient volume and at pressures adequate to enable the fixtures to function properly, safely, and free from defects and leaks.

505.4 Water heating facilities. Water heating facilities shall be properly installed, maintained and capable of providing an adequate amount of water to be drawn at every required sink, lavatory, bathtub, shower and laundry facility at a temperature of not less than 110°F. A gas-burning water heater shall not be located in any bathroom, toilet room, bedroom or other occupied room normally kept closed, unless adequate combustion air is provided. An approved combination temperature and pressure-relief valve and relief valve discharge pipe shall be properly installed and maintained on water heaters.

505.5 Nonpotable water reuse systems. Nonpotable water reuse systems and rainwater collection and conveyance systems shall be maintained in a safe and sanitary condition. Where such systems are not properly maintained, the systems shall be repaired to provide for safe and sanitary conditions or the system shall be abandoned in accordance with Section 505.5.1.

505.5.1 Abandonment of systems. Where a nonpotable water reuse system or rainwater collection and distribution system is not maintained or the owner ceases use of the system, the system shall be abandoned in accordance with Section 1301.10 of the International Plumbing Code.

SECTION 506
SANITARY DRAINAGE SYSTEM

506.1 General. All plumbing fixtures shall be properly connected to either a public sewer system or to an approved and properly functioning private sewage disposal system.

506.2 Maintenance. Every plumbing stack, vent, waste and sewer line shall function properly and be kept free from obstructions, leaks and defects.

506.3 Grease interceptors. Grease interceptors and automatic grease removal devices shall be maintained in accordance with this code and the manufacturers installation instructions. Grease interceptors and automatic grease removal devices shall be regularly services and cleaned to prevent the discharge of oil, grease and other substances harmful or hazardous to the building drainage system, the private sewage disposal system or the sewage treatment plant or process. Records
of maintenance, cleaning and repairs shall be available for inspection by the code official.

506.4 Maintenance. Where it has been determined that a grease interceptor is not being maintained and serviced as intended by this code and the manufacturer’s instructions, an approved interceptor monitoring system shall be provided or a maintenance program shall be established with documentation submitted to the code official.

SECTION 507
STORM DRAINAGE

507.1 General. Drainage of roofs and paved areas, yards and courts, and other open areas on the premises shall not be discharged in a manner that creates a public nuisance or that negatively impacts neighboring properties.
CHAPTER 6
MECHANICAL AND ELECTRICAL REQUIREMENTS

SECTION 601
GENERAL

601.1 Scope. The provisions of this chapter shall govern the minimum mechanical and electrical facilities and equipment to be provided.

601.2 Responsibility. The owner of the structure shall provide and maintain mechanical and electrical facilities and equipment in compliance with these requirements. An owner shall not occupy, or permit another person to occupy, any premises that do not comply with the requirements of this chapter.

SECTION 602
HEATING FACILITIES

602.1 Facilities required. Heating facilities shall be provided in structures as required by this section.

602.2 Residential occupancies. Every dwelling shall be provided with heating facilities capable of maintaining a room temperature of 68°F measured at three (3) feet above the floor and a distance two (2) feet from the exterior wall in all habitable rooms, bathrooms and toilet rooms. Cooking appliances shall not be used, nor shall portable unvented fuel-burning space heaters be used, as a means to provide required heating to meet the requirements of this section. The installation of one or more portable space heaters shall not be used to achieve compliance with this section.

602.3 Heat supply. Every owner and operator of any building who rents, leases or lets one or more dwelling unit, rooming unit, dormitory, or guest room on terms, either express or implied, to furnish heat to the occupants thereof, shall supply sufficient heat during the period from October 1 to April 30 to maintain a room temperature of not less than 68°F in all habitable rooms, bathrooms and toilet rooms.

Exception: When the outdoor temperature is below the winter outdoor design temperature for the locality, maintenance of the minimum room temperature shall not be required, provided that the heating system is operating at its full design capacity. The winter outdoor design temperature for the locality shall be as indicated in Appendix D of the International Plumbing Code.

602.4 Non-Residential occupancies. Indoor occupiable workspaces shall be supplied with sufficient heat during the period from October 1 to April 30 to maintain a temperature of not less than 65°F, measured at three (3) feet above the floor and a distance two (2) feet from the exterior wall in all habitable rooms, bathrooms and toilet rooms, during all working hours.

Exceptions:
1. Processing, storage and operation areas that require cooling or special temperature conditions.
2. Areas in which persons are primarily engaged in vigorous physical activities.

SECTION 603
MECHANICAL EQUIPMENT

603.1 Mechanical equipment and appliances. All mechanical equipment, appliances, fireplaces, solid fuel-burning appliances, fossil-fuel burning appliances, cooking appliances and water heating appliances shall be properly installed and maintained in a safe working condition, and shall be capable of performing the intended function.

Installation, maintenance and inspection of these appliances shall be in accordance with the manufacturer’s recommendations. If manufacturer’s recommendations are not available, the installation and/or maintenance will be in accordance with the International Residential Code, International Mechanical Code, International Fuel Gas Code, and/or the appropriate NFPA standard for the specific use and appliance as approved by the code official. An inspection of a fuel burning appliance that is vented to the exterior shall include an inspection of the entire system, from air-intake to exhaust.
603.1.1 Compliance tag. A compliance tag or proof of inspection will be displayed on each heating system inspected, indicating the name of the company (if applicable), technician performing the service and the date of the service. Any deficiencies noted during the inspection must be corrected before a compliance tag is displayed on the appliance.

All records of maintenance, cleaning, and repairs shall be available for inspection by the code official and shall be maintained for a minimum of five (5) years.

603.2 Removal of combustion products. All fuel-burning equipment and appliances shall be connected to an approved chimney or vent.

Exception: Fuel-burning equipment and appliances which are labeled for unvented operation.

603.3 Clearances. All required clearances to combustible materials shall be maintained.

603.4 Safety controls. All safety controls for fuel-burning equipment shall be maintained in effective operation.

603.5 Combustion air. A supply of air for complete combustion of the fuel and for ventilation of the space shall be provided for fuel-burning equipment in accordance with the manufacturer’s listing or the International Mechanical Code Chapter 11.

603.6 Energy conservation devices. Devices intended to reduce fuel consumption by attachment to a fuel-burning appliance, to the fuel supply line thereto, or to the vent outlet or vent piping there from, shall not be installed unless labeled for such purpose and the installation is specifically approved.

SECTION 604 ELECTRICAL FACILITIES

604.1 Facilities required. Every occupied building shall be provided with an electrical system in compliance with the requirements of this section and Section 605.

604.2 Service. The size and usage of appliances and equipment shall serve as a basis for determining the need for additional facilities in accordance with the National Electrical Code, NFPA 70. Dwelling units shall be served by a three-wire, 120/240 volt, single-phase electrical service having a rating of not less than 60 amperes, or the minimum allowable service permitted by the local electrical utility company.

604.3 Electrical system hazards. Where it is found that the electrical system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, improper fusing, insufficient receptacle and lighting outlets, improper wiring or installation, deterioration or damage, or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazard.

604.3.1 Abatement of electrical hazards associated with water exposure. The provisions of this section shall govern the repair and replacement of electrical systems and equipment that have been exposed to water.

604.3.1.1 Electrical equipment. Electrical distribution equipment, motor circuits, power equipment, transformers, wire, cable, flexible cords, wiring devices, ground fault circuit interrupters, surge protectors, molded case circuit breakers, low-voltage fuses, luminaires, ballasts, motors and electronic control, signaling and communication equipment that have been exposed to water shall be replaced in accordance with the provisions of the International Building Code.

Exception: The following equipment shall be allowed to be repaired where an inspection report from the equipment manufacturer or approved manufacturer’s representative indicates that the equipment has not sustained damage that requires replacement:

1. Enclosed switches, rated 600 volts or less;
2. Busway, rated 600 volts or less;
3. Panelboards, rated 600 volts or less;
4. Switchboards, rated 600 volts or less;
5. Fire pump controllers, rated 600 volts or less;
6. Manual and magnetic motor controllers;
7. Motor control centers;
8. Alternating current high-voltage circuit breakers;
9. Low-voltage power circuit breakers;
10. Protective relays, meters and current transformers;
11. Low- and medium-voltage switchgear;
12. Liquid-filled transformers;
13. Cast-resin transformers;
14. Wire or cable that is suitable for wet locations and whose ends have not been exposed to water;
15. Wire or cable, not containing fillers, that is suitable for wet locations and whose ends have not been exposed to water;
16. Luminaires that are listed as submersible;
17. Motors;
18. Electronic control, signaling and communication equipment.

604.3.2 Abatement of electrical hazards associated with fire exposure. The provisions of this section shall govern the repair and replacement of electrical systems and equipment that have been exposed to fire.

604.3.2.1 Electrical equipment. Electrical switches, receptacles and fixtures, including furnace, water heating, security system and power distribution circuits, that have been exposed to fire, shall be replaced in accordance with the provisions of the International Building Code.

Exception: Electrical switches, receptacles and fixtures that shall be allowed to be repaired where an inspection report from the equipment manufacturer or approved manufacturer’s representative indicates that the equipment has not sustained damage that requires replacement.

SECTION 605 ELECTRICAL EQUIPMENT

605.1 Installation. All electrical equipment, wiring and appliances shall be properly installed and maintained in a safe and approved manner.

605.1.1 Three to two prong adapters. Electrical 3 to 2 prong adapter plugs shall not be used in conjunction with appliances that require a ground-type receptacle.

605.2 Receptacles. Every habitable space in a dwelling shall contain at least two separate and remote receptacle outlets. Every laundry area shall contain at least one grounded-type receptacle. Every bathroom shall contain at least one receptacle and all bathroom receptacle outlets shall have ground fault circuit interrupter protection. All receptacle outlets shall have the appropriate faceplate cover for the location.

605.3 Luminaires. Every public hall, interior stairway, toilet room, kitchen, bathroom, laundry room, boiler room and furnace room shall contain at least one electric luminaire. Pool and spa luminaries over 15V shall have ground fault circuit interrupter protection. All luminary switches shall have the appropriate faceplate cover for the location.

605.4 Lighting equipment. In closets, storage areas, bathrooms, under kitchen hood systems, and in any other high humidity area or area where combustible material is likely to come in contact with the lamp or luminaire, all lighting equipment shall be maintained in the same condition as installed and approved by the code official. This includes but is not limited to globes.

605.5 Wiring. Flexible cords shall not be used for permanent wiring or for running through doors, windows, cabinets, or concealed within walls, floors, or ceilings.

605.6 Routine maintenance. All electrical equipment shall be kept in working order according to their listing.

SECTION 606 ELEVATORS, ESCALATORS AND DUMBWAITERS

606.1 General. Elevators, dumbwaiters and escalators shall be maintained in compliance with ASME A17.1 and the requirements of the Pennsylvania Department of Labor and Industry. The most current certificate of inspection shall be on display at all times within the elevator or attached to the escalator or dumbwaiter, be available for public inspection in the office of the building operator or be posted in a publicly conspicuous location approved by the code official. The inspection and tests shall be performed at not less than the periodic intervals listed in ASME A17.1, Appendix N, except where otherwise specified by the authority having jurisdiction.

606.2 Elevators. In buildings equipped with passenger elevators, at least one elevator shall be maintained in operation at all times when the building is occupied.

Exception: Buildings equipped with only one elevator shall be permitted to have the elevator temporarily out of service for testing or servicing.
SECTION 607
DUCT SYSTEMS

607.1 General. Duct systems shall be maintained free of obstructions and shall be capable of performing the required function.

607.2 Hood systems. Hood systems in commercial structures shall be maintained in accordance with this code, the manufacturer’s installation instructions, and NFPA 96. Hood systems shall be regularly serviced and cleaned to prevent the accumulation of oil, grease, and other harmful, combustible, or flammable substances. The cleaning process shall be completed by an approved third-party cleaning company on a basis not to exceed that stated in NFPA 96. If the code official determines based on observations that the hood system is not performing adequately or that material buildup is observed, the code official may order the hood system be cleaned immediately or that the frequency of cleaning be increased going forward.

At the time of cleaning, the hood system shall be marked with an inspection tag supplied by the third-party cleaning company. This tag shall remain on the hood system until the next cleaning. The tag shall at a minimum contain the following information:
1. Name of the third-party cleaning company;
2. The business address of the third-party cleaning company;
3. A valid telephone number for the third-party cleaning company;
4. The name of the facility being cleaned;
5. The address of the facility being cleaned;
6. The date of the cleaning;
7. The name of the technician doing the cleaning;
8. The signature of the cleaning technician;
9. And notation if there were any problems with the equipment observed at the time of cleaning.

All records of maintenance, cleaning, and repairs shall be available for inspection by the code official and shall be maintained for a minimum of five (5) years.

SECTION 608
CARBON MONOXIDE DETECTION

608.1 Where required. An approved carbon monoxide (CO) detector shall be installed in all dwelling units, rooming units, guest rooms, and lodging rooms when a fossil fuel or solid fuel appliance is utilized as the primary or supplemental heat source, fixed cooking appliance, or auxiliary power source. The options for the installation of these devices are:

1. If the dwelling unit or guestroom contains a fuel-burning appliance or has an attached garage, a CO alarm is required to be provided in the immediate vicinity of the sleeping rooms.

2. If ductwork or ventilation shafts to a room containing a fuel-burning appliance or to an attached garage connect the dwelling unit or guestroom, a CO alarm is required to be provided in the immediate vicinity of the sleeping rooms.

3. If the installation of CO alarms is not triggered by 1 or 2 above, but the building contains a fuel-burning appliance or has an attached garage, common area CO alarms are required to be installed in the immediate vicinity of the room containing the fuel-burning appliance and in the immediate vicinity of any ventilation shaft on the floor containing the fuel-burning appliance and within 2 stories above and below. Common-area CO alarms must be interconnected or monitored. As an alternative, CO alarms can be installed in each unit on the floor, 2 floors above and below.

608.2 Approved detectors. Approved detectors will be listed in accordance with ANSI/UL 2034.

608.3 Alarm system. In buildings where the CO detector is connected to a fire alarm system, activation of a CO detector shall not transmit a signal to the central station unless it is a distinct “carbon monoxide alarm” signal. Activation of a CO detector shall not cause notification to the entire building, only at the affected detector and the fire alarm control panel.

608.4 Responsibility. It shall be the responsibility of the property owner or person-in-charge to provide a functioning carbon monoxide alarm at the beginning of each lease period. Tenants are responsible to maintain the detector in a functional condition at all times after starting occupancy.
608.5 **Tampering.** Removal of the battery or power source from a carbon monoxide alarm, making the detector inoperable or tampering with the detector in any way is a violation of this code and subjects that person to the violation penalties pursuant to Section 106 of this Code.

**SECTION 609**
**MOISTURE CONTROL**

609.1 **Dehumidifiers.** If evidence of moisture damage is present in a dwelling, and in the opinion of the code official ambient moisture or structural conditions are contributing to this damage or to mold or mildew growth, the code official may require dehumidification equipment be used in the affected dwelling. If the dwelling is a rental unit, the owner or person-in-charge shall supply the equipment for use to the tenant at no cost to the tenant.
CHAPTER 7
FIRE SAFETY REQUIREMENTS

SECTION 701
GENERAL

701.1 Scope. The provisions of this chapter shall govern the minimum conditions and standards for fire safety relating to structures and exterior premises, including fire safety facilities and equipment to be provided.

Tourist homes, Bed and Breakfasts, Transient and Short-Term Rentals, are not required to obtain a Rental Housing Permit in accordance with Chapter 8 of this code prior to Occupancy. These structures shall obtain a Fire Safety Permit in accordance with Chapter 7 of this Code when Section 708 has been adopted by the Municipality.

701.2 Responsibility. The owner or person-in-charge of the premises shall provide and maintain such fire safety facilities and equipment in compliance with these requirements. A person shall not occupy as owner-occupant or permit another person to occupy any premises that do not comply with the requirements of this chapter. This section shall also apply retroactively to all existing rental properties.

SECTION 702
MEANS OF EGRESS

702.1 General. A safe, continuous, and unobstructed path of travel shall be provided from any point in a building or structure to the public way. Means of egress shall comply with the International Fire Code.

702.1.1 Means of egress lighting. All means of egress in Use Groups R-1, R-2, and R-4 shall be equipped with artificial and emergency lighting and exit signs in accordance with the requirements for new buildings in the International Building Code listed in Chapter 11.

702.2 Aisles. The required width of aisles in accordance with the International Fire Code shall be unobstructed.

702.3 Locked doors. 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 where the door hardware conforms to that permitted by the International Building Code.

702.3.1 Doors and gates. Doors, gates, and their hardware shall be installed and maintained in accordance with the International Building Code Section 1008.

702.4 Emergency escape openings. Required emergency escape and rescue openings shall be maintained in accordance with the code in effect at the time of construction, and both of the following:

1. Required emergency escape and rescue openings shall be operational from the inside of the room without the use of keys or tools.

3. Bars, grilles, grates or similar devices are permitted to be placed over emergency escape and rescue openings provided that the minimum net clear opening size complies with the code that was in effect at the time of construction and the unit is equipped with smoke alarms installed in accordance with Section 907.2.10 of the International Building Code. Such devices shall be releasable or removable from the inside without the use of a key, tool or force greater than that which is required for normal operation of the escape and rescue opening.

702.4.1 Emergency escape requirements. Every sleeping room located in a basement in an occupancy Use Group I-1 or R shall have at least one (1) operable window or exterior door approved for emergency egress or rescue, or shall have access to not less than two (2) approved independent exits. An outside window or exterior door for emergency escape is not required in buildings equipped throughout with an automatic sprinkler system in accordance with Section 903.3.1.1 or Section 903.3.1.2 of the International Fire Code.

Each emergency escape and rescue window shall have a minimum net clear opening of 5.7 square feet. The net clear opening shall be at least 24 inches in height and at least 20 inches in width. The net clear opening dimensions shall be obtained by the normal operation of the window from the inside. The bottom of the net clear opening shall
not be more than 44 inches above the floor. The minimum net clear opening for grade floor windows shall be five (5') square feet.

702.4.1.1 Emergency escape window wells. The area of the window well shall allow the emergency escape and rescue opening to be fully opened. Window wells with a vertical depth greater than 44 inches shall be equipped with a permanently affixed ladder or steps usable with the window in the fully open position. Ladders shall project at least three (3) inches from the wall and rungs or steps shall be spaced not more than 18 inches on center vertically for the full height of the window well and guard if installed.

702.4.1.2 Bars, grilles, covers, and screens. Bars, grilles, covers, screens, or similar devices are permitted to be placed over emergency escape and rescue openings, bulkhead enclosures, or window wells that serve as such openings. Such devices shall be releasable from the inside without the use of a key, tool, special knowledge, or force greater than that which is required for normal operation of the escape and rescue opening.

702.4.1.3 Emergency escape windows under decks and porches. Emergency escape windows are allowed to be installed under decks and porches provided the location of the deck allows the emergency escape window to be fully opened and provides a clear path of not less than 36 inches in height to a yard or court.

702.5 Corridor enclosure. Multi-family buildings with one (1) exit, as permitted in the IBC, all corridors serving an occupant load greater than 30, and the openings therein shall provide an effective barrier to resist the movement of smoke. All transoms, louvers, doors, and other openings shall be closed or shall be self-closing.

Exception: Corridors that are in compliance with the International Building Code.

702.6 Number of exits. In residential buildings (not including one or two-family dwellings), every story exceeding two (2) stories above grade shall be provided with not less than two (2) independent exits. In stories where more than one (1) exit is required, all occupants shall have access to at least two (2) exits. Every occupied story which is both totally below grade, and greater than 2,000 square feet, shall be provided with not less than two (2) independent exits.

Exception: A single exit is acceptable under any one of the following conditions:

1. Where the building is equipped throughout with an automatic sprinkler system and an automatic fire detection system with smoke detectors located in all corridors, lobbies, and common areas.

2. Where the building is equipped throughout with an automatic fire detection system and the exit is an approved smoke-proof enclosure or pressurized stairway.

3. Where an existing fire escape conforming to the International Building Code, is provided in addition to the single exit.


702.6.1 Three story one or two-family dwelling. Any existing one or two-family dwellings having habitable space, not including kitchens, on the third floor must provide two (2) approved means of egress from this space. Newly constructed stairways will be in accordance with the International Residential Code as amended, or as approved by the code official. Existing windows can be used for access to the stairway providing that the window meets the requirements of an egress window in accordance with 702.4.1 of this code. If an opening does not exist, the new opening must be a doorway of an approved dimension in accordance with the International Residential Code.

Exception: A one or two-family dwelling protected throughout with an approved automatic sprinkler system.

702.7 Pass through. For properties receiving a rental housing permit, egress shall not pass through kitchens, storage rooms, closets, or spaces used for similar purposes. An exit access shall not pass through a room that can be locked to prevent egress. Means of egress from dwelling units or sleeping areas shall not lead through other sleeping areas, toilet rooms, or bathrooms.

Exception: Means of egress are not prohibited through a kitchen area serving adjoining rooms constituting part of the same dwelling unit.

702.8 Rooming Units. Egress from a rooming unit within a rooming house is not exempt from this section in accordance with the International Building Code, Section 1013.2.
SECTION 703
FIRE-RESISTANCE RATINGS

703.1 Maintenance. The required fire-resistance rating of fire-resistance-rated construction (including walls, firestops, shaft enclosures, partitions, smoke barriers, floors, fire-resistive coatings and sprayed fire-resistant materials applied to structural members, and fire-resistant joint systems) shall be maintained. Such elements shall be visually inspected by the owner or person-in-charge annually and properly repaired, restored, or replaced when damaged, altered, breached, or penetrated. Where concealed, such elements shall not be required to be visually inspected by the owner or person-in-charge unless the concealed space is accessible by the removal or movement of a panel, access door, ceiling tile, or similar movable entry to the space. Openings made therein for the passage of pipes, electrical conduit, wires, ducts, air transfer openings, and holes made for any reason shall be protected with approved methods capable of resisting the passage of smoke and fire. Openings through fire-resistance-rated assemblies shall be protected by self or automatic-closing doors of approved construction meeting the fire protection requirements for the assembly.

703.1.1 Fireblocking and draftstopping. Required fireblocking and draftstopping in combustible, concealed spaces shall be maintained to provide continuity and integrity of the construction.

703.1.2 Smoke barriers and smoke partitions. Required smoke barriers and smoke partitions shall be maintained to prevent the passage of smoke. All openings protected with approved smoke barrier doors or smoke dampers shall be maintained in accordance with NFPA 105.

703.1.3 Fire walls, fire barriers, and fire partitions. Required fire walls, fire barriers, and fire partitions shall be maintained to prevent the passage of fire. All openings protected with approved doors or fire dampers shall be maintained in accordance with NFPA 80.

703.1.4 Unsafe Conditions Where any components are not maintained and do not function as intended or do not have the fire resistance required by the code under which the building was constructed or altered, such components or portions thereof shall be deemed unsafe conditions in accordance with Section 111.1.1 of the International Fire Code. Components or portions thereof determined to be unsafe shall be repaired or replaced to that code under which the building was erected or altered. Where the condition of components is such that any building, structure or portion thereof presents an imminent danger to the occupants of the building, structure or portion thereof, the fire code official shall act in accordance with Section 111.2 of the International Fire Code.

703.2 Opening protectives. Opening protectives shall be maintained in an operative condition in accordance with NFPA 80. Fire doors and smoke barrier doors shall not be blocked or obstructed or otherwise made inoperable. Fusible links shall be replaced promptly whenever fused or damaged. Fire door assemblies shall not be modified.

703.2.1 Fire resistive glazing. Exterior wall openings within ten (10) feet of an existing fire escape or exterior stairway shall be protected with fire rated glazing or other approved means in accordance with the International Building Code.

Exception: Opening protection is not required when the building is equipped throughout with an approved automatic sprinkler system.

703.2.2 Operable windows. For buildings with a certificate of occupancy dated prior to January 1, 2004, when non-compliant windows are being replaced that are within ten (10) feet of a fire escape or exterior stairway, those windows that are not needed to meet the requirements of Section 403 of this code or a required means of emergency egress shall be made permanently inoperable, equipped with an approved fire shutter, or replaced with a fixed pane window assembly. All operable replacement windows in this area shall still meet the fire rating requirements of the International Building Code.

Exception: Opening protection is not required when the building is equipped throughout with an approved automatic sprinkler system.

703.3 Hold Open Devices and closers. Hold-open devices and automatic door closers shall be maintained. During the period that a device is out of service for repairs, the door it operated shall remain in a closed position.

703.4 Door Operation. Swinging fire doors shall close from the fully open position and latch automatically. The door closer shall exert enough force to close and latch the door from and partially open position.

703.5 Testing. Horizontal and vertical sliding and rolling
fire doors shall be inspected and tested annually to confirm operation and full closure. Records of inspections and testing shall be maintained.

703.6 Signs Where required by the code official, a sign shall be permanently displayed on or near each fire door in letters not less than 1 inch high to read as follows:

1. For Doors designed to be kept normally open: FIRE DOOR - DO NOT BLOCK.
2. For doors designed to be kept normally closed: FIRE DOOR - KEEP CLOSED

703.7 Vertical Shafts. Interior vertical shafts, including stairways, elevator hoistways and service and utility shafts, which connect two or more stories of a building shall be enclosed or protected as required in Chapter 11 of the international Fire Code. New floor openings in existing buildings shall comply with the International Building Code.

703.8 Opening protective closers. Where openings are required to be protected, opening protectives shall be maintained self-closing or automatic-closing by smoke detections. Existing fusible-link type automatic door closing devices shall be replaced if the fusible link rating exceeds 135°F.

703.9 Dwelling/garage opening/penetration protection. Openings and penetrations through the walls or ceilings separating the dwelling from the garage shall be in accordance with Sections 703.9.1 through 703.9.3.

703.9.1 Opening protection. Openings from a private garage directly into a room used for sleeping purposes shall not be permitted. Other openings between the garage and residence shall be equipped with solid wood doors not less than 1 3/8 inches in thickness, solid or honeycomb core steel doors not less than 1 3/8 inches thick, or 20-minute fire-rated doors.

703.9.2 Duct penetration. Ducts in the garage and ducts penetrating the walls or ceilings separating the dwelling from the garage shall be constructed of a minimum No. 26 gauge sheet steel or other approved material and shall have no openings into the garage.

703.9.3 Other penetrations. Penetrations through the separation required due to a carport shall be protected as required by Section 703.9.3.1.

703.9.3.1 Fireblocking. Required at openings around vents, pipes, ducts, cables, and wires at ceiling and floor level, with an approved material to resist the free passage of flame and products of combustion. The material filling this annular space shall be required to meet the ASTME 136 requirements.

703.10 Clearance to combustibles above ranges. A minimum of 30 inches’ clear space shall be maintained vertically between the cooking surface and any combustible materials; this can be reduced to a minimum clear space of 24 inches if a metal barrier is installed between the cooking surface and the combustible material. The metal barrier shall be a steel sheet with minimum thickness of 24 AWG and be installed extending to the perpendicular projection of the edge of the cooking appliance at a minimum. The barrier shall be mounted in such a way that there is a minimum of one (1) inch clear space between the combustible surface and the barrier.

703.11 Dwelling/garage fire separation. The garage shall be separated as required by Table 703.5 including structural elements supporting the required separation elements. Openings in garage walls shall comply with Section 703.9. This provision does not apply to garage walls that are perpendicular to the adjacent dwelling unit wall.

Table 703.5 Dwelling/Garage Separation

<table>
<thead>
<tr>
<th>Separation</th>
<th>Material</th>
</tr>
</thead>
<tbody>
<tr>
<td>From the residence and attics</td>
<td>Not less than 1/2-inch gypsum board or equivalent applied to the garage side</td>
</tr>
<tr>
<td>From all habitable rooms above the garage</td>
<td>Not less than 5/8-inch Type X gypsum board or equivalent</td>
</tr>
<tr>
<td>Structure(s) supporting the floor/ceiling assemblies used for separation required buy this section</td>
<td>Not less than 1/2-inch gypsum board or equivalent</td>
</tr>
<tr>
<td>Garages located less than 3 feet from a dwelling on the same lot</td>
<td>Not less than 1/2-inch gypsum board or the equivalent applied to the interior side of exterior walls within this area</td>
</tr>
</tbody>
</table>
SECTION 704
FIRE PROTECTION SYSTEMS

704.1 General. All systems, devices, and equipment to detect a fire, actuate an alarm, suppress or control a fire, or any combination thereof shall be maintained in an operable condition at all times in accordance with the International Fire Code.

704.2 Inspection, testing and maintenance. Fire detection, alarm and extinguishing systems, mechanical smoke exhaust systems, and smoke and heat vents shall be maintained in accordance with the International Fire Code in an operative condition at all times, and shall be replaced or repaired where defective.

704.2.1 Installation. Fire protection systems shall be maintained in accordance with the original installation standards for that system. Required systems shall be extended, altered or augmented as necessary to maintain and continue protection where the building is altered or enlarged. Alterations to fire protection systems shall be done in accordance with applicable standards.

704.2.2 Required fire protection systems. Fire protection systems required by this code, the International Fire Code or the International Building Code shall be installed, repaired, operated, tested and maintained in accordance with this code. A fire protection system for which a design option, exception or reduction to the provisions of this code, the International Fire Code or the International Building Code has been granted shall be considered to be a required system.

704.2.3 Fire protection systems. Fire protection systems shall be inspected, maintained and tested in accordance with the following International Fire Code requirements.

1. Automatic sprinkler systems, see Section 903.5.
2. Automatic fire-extinguishing systems protecting commercial cooking systems, see Section 904.12.5.
3. Automatic water mist extinguishing systems, see Section 904.11.
4. Carbon dioxide extinguishing systems, see Section 904.8.
5. Carbon monoxide alarms and carbon monoxide detection systems, see Section 915.6.
6. Clean-agent extinguishing systems, see Section 904.10.
7. Dry-chemical extinguishing systems, see Section 904.6.
8. Fire alarm and fire detection systems, see Section 907.8.
9. Fire department connections, see Sections 912.4 and 912.7.
10. Fire pumps, see Section 913.5.
11. Foam extinguishing systems, see Section 904.7.
12. Halon extinguishing systems, see Section 904.9.
13. Single- and multiple-station smoke alarms, see Section 907.10.
14. Smoke and heat vents and mechanical smoke removal systems, see Section 910.5
15. Smoke control systems, see Section 909.20.
16. Wet-chemical extinguishing systems, see Section 904.5.

704.3 Standards. Fire protection systems shall be inspected, tested and maintained in accordance with the referenced standards listed in Table 704.3 and as required in this section.

<table>
<thead>
<tr>
<th>TABLE 704.3 FIRE PROTECTION SYSTEM MAINTENANCE STANDARDS</th>
</tr>
</thead>
<tbody>
<tr>
<td>SYSTEM (PORTABLE) Extinguishers</td>
</tr>
<tr>
<td>STANDARD (NFPA)</td>
</tr>
<tr>
<td>Portable fire extinguishers</td>
</tr>
<tr>
<td>Carbon dioxide fire-extinguishing system</td>
</tr>
<tr>
<td>Halon 130 fire-extinguishing systems</td>
</tr>
<tr>
<td>Dry-chemical extinguishing systems</td>
</tr>
<tr>
<td>Wet-chemical extinguishing systems</td>
</tr>
<tr>
<td>Water-based fire protection systems</td>
</tr>
<tr>
<td>Fire alarm systems</td>
</tr>
<tr>
<td>Smoke and heat vents</td>
</tr>
<tr>
<td>Water-mist systems</td>
</tr>
<tr>
<td>Clean-agent extinguishing systems</td>
</tr>
</tbody>
</table>

704.3.1 Records. Records shall be maintained of all system inspections, tests and maintenance required by the referenced standards.

704.3.2 Records information. Initial records shall include the: name of the installation contractor; type of components installed; manufacturer of the components; location and number of components installed per floor; and manufacturers' operation and maintenance instruction manuals. Such records shall be maintained for the life of the installation.

704.4 Systems out of service. Where a required fire protection system is out of service, the fire department and the fire code official shall be notified immediately and, where required by the fire code official, either the building...
shall be evacuated or an approved fire watch shall be provided for all occupants left unprotected by the shutdown until the fire protection system has been returned to service. Where utilized, fire watches shall be provided with not less than one approved means for notification of the fire department and shall not have duties beyond performing constant patrols of the protected premises and keeping watch for fires. Actions shall be taken in accordance with the International Fire Code to bring the systems back in service.

704.4.1 Emergency impairments. Where unplanned impairments of fire protection systems occur. Appropriate emergency action shall be taken to minimize potential injury and damage. The code official shall implement the steps outlined in Section 901.7.4. of the International Fire Code.

704.5 Removal of or tampering with equipment. It shall be unlawful for any person to remove, tamper with, or otherwise disturb any fire hydrant, fire detection and alarm system, fire suppression system, or other fire appliance required by this code except for the purposes of extinguishing fire, training, recharging or making necessary repairs.

704.5.1 Removal of or tampering with appurtenances. Locks, gates, doors, barricades, chains, enclosures: signs, tags and seals that have been installed by or at the direction of the code official shall not be removed unlocked, destroyed or tampered with in any manner.

704.5.2 Removal of existing occupant-use hose lines. The code official is authorized to permit the removal of existing occupant-use hose lines where all of the following apply:

1. The installation is not required by the International Fire Code or the International Building Code.
2. The hose line would not be utilized by trained personnel or the fire department.
3. The remaining outlets are compatible with local fire department fittings.

704.5.3 Termination of monitoring service. For fire alarm systems required to be monitored by the International Fire Code, notice shall be made to the code official whenever alarm monitoring services are terminated. Notice shall be made in writing by the provider of the monitoring service being terminated.

704.6 Fire department connection. Where the fire department connection is not visible to approaching fire apparatus, the fire department connection shall be indicated by an approved sign mounted on the street front or on the side of the building. Such sign shall have the letters "FDC" not less than 6 inches high and words in letters not less than 2 inches (51 mm) high or an arrow to indicate the location. Such signs shall be subject to the approval of the code official.

704.6.1 Fire department connection access. Ready access to fire department connections shall be maintained at all times and without obstruction by fences, bushes, trees, walls or any other fixed or movable object. Access to fire department connections shall be approved by the fire chief.

Exception: Fences, where provided with an access gate equipped with a sign complying with the legend requirements of Section 912.5 of the International Fire Code and a means of emergency operation. The gate and the means of emergency operation shall be approved by the fire chief and maintained operational at all times.

704.6.2 Clear space around connections. A working space of not less than 36 inches in width, 36 inches in depth and 78 inches in height shall be provided and maintained in front of and to the sides of wall-mounted fire department connections and around the circumference of free-standing fire department connection.

704.7 Smoke alarms. Single and Multiple-station smoke alarms shall be installed in existing Group R and I-1 occupancies in accordance with the Sections 704.7.1., 704.7.2 and 704.2.3.

704.7.1 One or two-family dwellings, Use Group R-3: A smoke alarm shall be installed in each sleeping room, outside each sleeping area in the immediate vicinity of the bedrooms and on each additional story of the dwelling, including basements but not including crawl spaces and uninhabitable attics.

704.7.1.1 Dwellings or dwelling units with split levels and without an intervening door between the adjacent levels: A smoke alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one (1) full story below the upper level.
704.7.2 Use Group R-1: A smoke alarm shall be installed in each sleeping room and the immediate vicinity of the sleeping rooms and in every room in the path of the means of egress from the sleeping area to the door leading from the sleeping unit.

704.7.3 Use Groups R-2, R-4 and I-1. Single or multiple-station smoke alarms shall be installed and maintained in Groups R-2, R-4 and I-1 regardless of occupant load at all of the following locations:

704.7.3.1 On the ceiling or wall outside of each separate sleeping area in the immediate vicinity of bedrooms.

704.7.3.2 In each room used for sleeping purposes.

704.7.3.3 In each story within a dwelling unit, including basements but not including crawl spaces and uninhabitable attics. In dwellings or dwelling units with split levels and without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one (1) full story below the upper level.

704.7.3.4 Smoke alarms shall be required in the common areas of the building serving more than one (1) dwelling unit.

704.7.3.5 All smoke alarms must be placed so that a minimum decibel level of 70 dB can be heard in all occupied spaces of the unit when the smoke alarm is sounded.

704.7.4 Smoke detector maintenance. It shall be the responsibility of the property owner or person-in-charge to provide a functioning smoke detector at the beginning of each lease period. Tenants are responsible to maintain the smoke detector in a functional condition at all times after starting occupancy. Removal of the battery or power source from a smoke detector, making the detector inoperable, or tampering with the detector in any way, is a violation of this code and subjects that person to the penalties of Sections 106.3 and 106.3.1.

704.7.5 Installation near cooking appliances. Smoke alarms shall not be installed in the following locations unless this would prevent placement of a smoke alarm in a location required by other sections of this code.

1. Ionization smoke alarms shall not be installed less than 20 feet horizontally from a permanently installed cooking appliance.

2. Ionization smoke alarms with an alarm-silencing switch shall not be installed less than ten (10) feet horizontally from a permanently installed cooking appliance.

3. Photoelectric smoke alarms shall not be installed less than six (6) feet horizontally from a permanently installed cooking appliance.

704.7.6 Installation near bathrooms. Smoke alarms shall be installed not less than three (3) feet horizontally from the door or opening of a bathroom that contains a bathtub or shower unless this would prevent placement of a smoke alarm required by other sections of this code.

704.7.7 Power source. Single station smoke alarms shall receive their primary power from the building wiring provided that such wiring is served from a commercial source and shall be equipped with a battery backup. Smoke alarms with an integral strobe that are not equipped with battery backup shall be connected to an emergency electrical system. Smoke alarms shall emit a signal when batteries are low. Wiring shall be permanent and without a disconnecting switch other than as required for overcurrent protection.

Exceptions:

1. Existing Group R properties not undergoing alterations or repairs may, upon approval, install tamper-resistant, battery-operated smoke detectors.

2. Smoke alarms are permitted to be solely battery operated in buildings that are not served from a commercial power source.

704.7.7.1 Smoke alarm circuits. Smoke alarms required by this code and installed within dwelling units shall not be connected as the only load on a branch circuit. Such detectors shall be supplied by branch circuits having lighting loads consisting of lighting outlets in habitable spaces in accordance with the National Electrical Code, NFPA 70. All smoke alarms shall be listed, installed and maintained in accordance with the provisions of this code and the National Fire Alarm Code NFPA-72.

704.7.8 Interconnection. When more than one (1) smoke alarm is required to be installed within an individual dwelling unit the alarm devices shall be interconnected in such a manner that the actuation of one (1) alarm will activate all of the alarms in the
individual unit. Common area smoke alarms (not located within a dwelling or rooming unit) shall be interconnected such that the actuation of one (1) common area alarm will cause all of the common area alarms or notification appliances to sound. Interconnection may be accomplished by wireless transmission or other means provided that the method of interconnection is approved by the code official.

**Exception:** Interconnection is not required within the dwelling unit where existing buildings have dwelling unit separations and a sprinkler system installed in accordance with the International Building Code or International Residential Code.

704.7.9 Compliance time. For Group R properties receiving a Rental Permit, compliance with all smoke alarm requirements is required prior to occupancy.

704.7.10 Smoke detection system. Smoke detectors listed in accordance with UL 268 and provided as part of the building’s fire alarm system shall be an acceptable alternative to single- and multiple-station smoke alarms and shall comply with the following:

1. The fire alarm system shall comply with all applicable requirements in Section 907 of the International Fire Code.
2. Activation of a smoke detector in a dwelling or sleeping unit shall initiate alarm notification in the dwelling or sleeping unit in accordance with Section 907.5.2 of the International Fire Code.
3. Activation of a smoke detector in a dwelling or sleeping unit shall not activate alarm notification appliances outside of the dwelling or sleeping unit, provided that a supervisory signal is generated and monitored in accordance with Section 907.6.5 of the International Fire Code.

704.8 Fire extinguishers. In Use Group R-1 and R-2 rooming houses and fraternities, a five (5) pound type ABC fire extinguisher with a minimum 2A rating shall be provided in corridors, those provided in other areas shall be in accordance with the International Fire Code.

**Exception.** Disposable fire extinguishers that are UL listed and meet the requirements of NFPA 10 shall be approved for use as listed, but in no way more than six (6) years from the date of manufacture. These disposable extinguishers are exempted from the requirements to be inspected annually by a third-party-trained individual. It is the responsibility of the property owner or person-in-charge to inspect the extinguisher annually, certifying that the extinguisher is in good working condition and that the extinguisher is charged and ready for use. The individual inspecting the extinguisher shall permanently affix the date that the inspection occurred and the initials of the inspector to the extinguisher.

**Exception.** In B (Business), M (Mercantile), S(Storage), and U (Utility) occupancies with a gross tenant area less than 500 ft², are not required to provide a fire extinguisher in the tenant space provided the travel distance to the closest fire extinguisher is within 75 feet and that access is provided to the tenant without the use of keys or special locking mechanisms at any time that the building is occupied.

704.8.1 Fire extinguisher maintenance. All fire extinguishers shall be inspected and maintained annually in accordance with NFPA 10; the Standard for Portable Extinguishers. Inspections of fire extinguishers must be conducted by a certified extinguisher technician as defined by the Pennsylvania Fire Equipment Distributors (PAFED) or the National Fire Equipment Distributors (NAFED) specifications, or equivalent as approved by the code official.

704.9 Maintenance of fire protection systems. All fire protection systems (automatic fire alarms, manual fire alarms, sprinkler systems, fire extinguishers, and automatic fire extinguishing systems) shall be tested and maintained in accordance with the NFPA standards specific to the type of system. The owner or person-in-charge is responsible for inspecting and maintaining these systems.

704.9.1 Violations. Failure to maintain a fire protection system in an operable condition at all times and complete the required inspections is a violation of this code and subject to the provisions of Sections 106 and the owner or person-in-charge is exempt from the notification requirements of Section 107.

704.10 Tampering. Any person tampering or interfering with the effectiveness of a smoke detector, emergency lighting, exit signs, fire extinguisher, sprinkler system, suppression system, alarm system, or anyone obstructing a fire exit or prop open a fire door, or compromising any other life safety aspects of the structure shall be in violation of this code and subject to the provisions of Sections 106 and the person is exempt from the notification requirements of Section 107.
704.11 Fire safety certification. At the beginning of each occupancy period and at least annually thereafter, the owner or person-in-charge shall provide all tenants on the lease with a signed certification that all fire extinguishers (Section 704.8), smoke alarms (Section 704.7), and carbon monoxide detectors (Section 608), where required, are in working condition. It shall be the responsibility of the tenants to verify that the life safety equipment, smoke alarms, and carbon monoxide detectors, where provided, are in working condition and the fire extinguisher is inspected and charged, and to sign the certification and return it to the landlord. All tenants on a lease shall sign the Certification. The owner or person-in-charge shall maintain the original certification document and make it available to the code official upon request.

704.11.1 Violations. Any tenant, owner, or person-in-charge failing to execute the certification shall be in violation of this section and subject to the penalties set forth in Section 106.3. Neither the owner or person-in-charge nor the tenants shall be responsible for the failure of either party to execute the certification.

704.11.2 Reporting. In addition to the tenant notification requirements contained in Section 803.3, the owner or person-in-charge shall provide the tenant with instruction on how to report deficiencies with these fire safety systems.

704.11.3 Tampering. At any time during the lease period when the code official finds that tampering has occurred as set forth in Section 704.13 of this chapter, it shall be a violation.

Exception: The tenant must report a deficiency to the owner or person-in-charge immediately after the deficiency is detected or if the system is malfunctioning.

704.11.4 Certification verification. Any time the code official discovers a deficiency with a smoke detector or fire extinguisher, the owner or person-in-charge, upon 24 hours after notification of such deficiency, shall provide a copy of the Fire Safety Certification to the code official. If the certification is provided and the tenants have previously signed the form or have been provided with a copy, the tenants are considered in violation and will be issued a penalty in accordance with Section 106.

704.11.5 Responsibility. If the owner or person-in-charge, cannot provide the affidavit within 24 hours the owner or person-in-charge is then considered in violation and will be issued a penalty in accordance with the afore referenced sections.

704.12 Fire alarm monitoring. Existing fire alarm systems that were installed prior to the enactment of the Uniform Construction Code of Pennsylvania, that are not supervised to notify a monitoring agency, without delay, must be indicated as a Local Alarm, and have a sign that instructs occupants to call 9-1-1 to report the fire alarm. Systems installed after the enactment of the Uniform Construction Code of Pennsylvania must remain supervised and may not delay the notification to a monitoring agency, unless approved in writing by the code official.

704.12.1 Repairs. Modifications and repairs of fire alarm monitoring systems that involve the replacement of the FACP/FACU (fire alarm control panel / fire alarm control unit) are required to be monitored/electronically supervised in accordance with requirements of the Uniform Construction Code of Pennsylvania.

SECTION 705
DECORATIVE MATERIALS

705.1 Ceilings. The hanging and displaying of salable goods and other decorative materials from acoustical ceiling systems that are part of a fire-resistant-rated horizontal assembly shall be prohibited.

705.2 Decorative material. Overhead decorative material such as, but not limited to, burlap, fish netting, plastic, or other similar combustible or flammable material shall not be suspended from the ceiling of any building unless it is certified to be flame resistant. Where documented certification of flame resistance is not provided, the code official shall require the owner or person-in-charge, to remove the decorations, or to subject the decorative materials to a field test in accordance with Chapter 10 of NFPA 701 at the cost of the owner or person-in-charge.

705.3 Encroachment. In no way shall any decorative material or sales goods cover or be installed in a way that may hamper or adversely affect an automatic sprinkler system, alarm system, or any other fire safety feature.
SECTION 706
CARBON MONOXIDE ALARMS AND DETECTION

706.1 General. Carbon monoxide alarms shall be installed in dwellings in accordance with Section 1103.9 of the International Fire Code, except that alarms in dwellings covered by the International Residential Code shall be installed in accordance with Section R315 of that code.

706.2 Carbon monoxide alarms and detectors. Carbon monoxide alarms and carbon monoxide detection systems shall be maintained in accordance with NFPA 720. Carbon monoxide alarms and carbon monoxide detectors that become inoperable or begin producing end-of-life signals shall be replaced.

SECTION 707
LABELING

707.1 Labeling required. Doors into all locked rooms that contain building utilities shall be identified with a plainly visible and legible sign. These letters and numbers shall contrast with their background. Printing shall be Arabic numerals or alphabet letters. Letters and numbers shall be a minimum of two (2") inches high with a minimum stroke width of 0.25 inch. This includes, but not limited to electrical, utility, sprinkler, fire alarm and mechanical room.

SECTION 708
FIRE SAFETY PERMITS

708.1 Fire Safety Permit. The Fire Safety Permit is the same as a fire permit, fire certificate, and fire certificate of occupancy for the purposes of this document.

708.2 Permit Fees. The Fire Safety Permit fee and Operational Permit fee shall be established by resolution of the Executive Committee of the Board of Directors of the CKCOG. Fees for additional services provided may also be set by Municipal Resolution or Ordinance.

Fire Safety Permit fees are determined using a formula which is based on size and risk of the establishment. The Fire Safety Permit fee schedule and Operational Permit fees may be amended, as needed, by resolution.

708.3 Required. No person, firm, business, association, or corporation shall operate a place of assembly, business, educational facility, factory, high-hazard facility, institution, mercantile establishment, hotel, motel, residential care or assisted living facility, or storage facility; or rent such space to another until such a person, firm, business, association, or corporation has been issued a Fire Safety Permit by the code official. The Fire Safety Permit shall be posted in a window visible from the street or kept in plain view at the entrance or reception area of the main building and a copy maintained by the property owner or person-in-charge. The owner or person-in-charge of the property is required to obtain and maintain the Fire Safety Permit prior to occupancy of the space. If the use of the space changes the code official is to be notified in writing so an inspection can be conducted to determine code compliance prior to occupancy.

708.4 Transfer. The Fire Safety Permit is not transferable and is only valid for a specific tenant, occupant, franchisee, business, or legal entity; and if the occupying entity changes, a new Fire Safety Permit shall be applied for within five (5) calendar days of the transfer occurring.

708.5 Permit application. Applications for permits shall be made to the CKCOG Office on forms furnished by said office.

708.6 Issuance or refusal. The code official shall issue a fire safety license to the applicant upon proof that all of the following requirements have been satisfied:

1. The structure complies with the provisions of this code and all other applicable codes and/or ordinances;
2. A proper Fire Safety Permit fee has been submitted.

708.7 Renewal. Fire Safety Permits shall be renewed on or before the permit expiration date. A Fire Safety Permit shall become null and void upon permittee’s failure to submit the required or proper renewal Fire Safety Permit fee. No reduction shall be made for fractional yearly permits.

708.8 Penalty. Penalties for noncompliance with orders and notices shall be as set forth in Section 106.

708.9 Applications. Applications for Fire Safety Permits and applications for the renewal of Fire Safety Permit shall be filled out completely and accurately including addresses and telephone numbers for both the owner or person-in-charge, and tenant. The Fire Safety Permit shall not be issued or renewed if an application does not contain all required information.
708.9.1 Contact address. The contact addresses provided to the CKCOG must be a valid address for the receipt of United States mail and shall be checked by the owner or person-in-charge on a regular basis.

708.9.2 Telephone number. The telephone number(s) provided to the CKCOG must be a valid telephone number capable of receiving and recording voice mail at all times. This number is considered the emergency contact number for this individual. A response to a voice mail left on this number by a representative of the municipality or the CKCOG shall be returned or responded to within the time frame requested by the CKCOG.

708.9.3 E-mail address. A valid e-mail address for the owner or person-in-charge shall be provided to the CKCOG. The e-mail address shall be considered an emergency contact and response to an e-mail left at this address by a staff member of the CKCOG shall be responded to within the time frame requested.

708.10 Display and ownership. The Fire Safety Permit must be displayed in a window visible from the street or kept in plain view at the entrance or reception area of the main building. The issuance of a Fire Safety Permit to an owner or person-in-charge shall constitute consent for an inspection. The Fire Safety Permit is and shall remain the property of CKCOG. Replacement of a lost or damaged Fire Permit shall be assessed a replacement fee in accordance with Section 107.4.1.

SECTION 709
OPERATIONAL PERMITS

709.1 Operational Permit. An Operational Permit is separate from any required Fire Permit and is required for all operations set forth in the following uses:

709.1.1 Carnivals and fairs. A permit is required to conduct a carnival or fair.

709.1.2 Explosives. An operational permit is required for the manufacture, storage, handling, sale, or use of any quantity of explosives, explosive materials, fireworks, or pyrotechnic special effects that are not otherwise regulated by State or Federal permit.

709.1.3 Open burning. An open-burn permit is required for the kindling or maintaining an open fire, unless excluded or prohibited under other municipal regulation.

Exception: Recreational fires conducted more than 25 feet from a structure and portable outdoor fireplaces when used in accordance with the manufacturer’s instructions and operated more than 15 feet from a structure or combustible material.

709.1.4 Fire alarm system. A permit is required for systems which transmit alarm signals off site.

709.1.5 Tents and other temporary structures. A permit is required to erect and operate from any tent or temporary structure in excess of 200 square feet, and for canopies in excess of 400 square feet.

709.2 Transfer. The Operational Permit is not transferable and is only valid for a specific event, tenant, occupant, franchisee, business, or legal entity, and if the occupying entity changes, a new Operational Permit shall be applied for within five (5) calendar days of the change occurring.

709.3 Permit application. Applications for permits shall be made to the CKCOG Office on forms furnished by said office.

709.4 Issuance or refusal. The code official shall issue an Operational Permit to the applicant upon proof that all of the following requirements have been satisfied:

1. The structure complies with the provisions of this code and all other applicable codes and/or ordinances;

2. A proper Operational Permit fee has been submitted.

709.5 Penalty. Penalties for noncompliance with orders and notices shall be as set forth in Section 106.

709.6 Applications. Applications for Fire Safety Permits and applications for the renewal of Fire Safety Permit shall be filled out completely and accurately including addresses and telephone numbers for both the owner or person-in-charge, and tenant. The Fire Safety Permit shall not be issued or renewed if an application does not contain all required information.

709.6.1 Contact address. The contact addresses provided to the CKCOG must be a valid address for the receipt of United States mail and shall be checked by the owner or person-in-charge on a regular basis.
**709.6.2 Telephone number.** The telephone numbers provided to the CKCOG must be a valid telephone number capable of receiving and recording voice mail at all times. This number is considered the emergency contact number for this individual. A response to a voice mail left on this number by a representative of the municipality or the CKCOG shall be returned or responded to within the time frame requested by the CKCOG.

**709.6.3 E-mail address.** A valid e-mail address for the owner or person-in-charge shall be provided to the CKCOG. The e-mail address shall be considered an emergency contact and response to an e-mail left at this address by a staff member of the CKCOG shall be responded to within the time frame requested.

**709.7 Display and ownership.** The Operational Permit must be displayed in a window visible from the street or kept in plain view at the entrance of the main building, tent or other structure. The issuance of an Operational Permit to an owner or person-in-charge shall constitute consent for an inspection. The Operational Permit is and shall remain the property of CKCOG. Replacement of a lost or damaged Fire Permit shall be assessed a replacement fee in accordance with Section 107.4.1.

**SECTION 710 INSPECTIONS**

**710.1 Regular inspection frequency.** The code official shall establish, by written regulation, the frequency of inspection for all properties requiring a Fire Safety Permit. The inspection frequency shall be based upon a classification of hazards associated with the use or occupancy of all establishments. Such periods shall not be more than every five (5) years and shall cause inspection or re-inspection of all establishments to be made in accordance with the established classification.

**710.2 Other inspections.** Nothing in this code shall prevent the code official from conducting more frequent inspections of a property. More frequent inspections may occur when any of the following occurs:

a. When a complaint is made and the code official has reasonable cause to believe that the complaint is valid;

b. At the request of the owner or tenant;

c. By recurrent deficiencies, such that any structure which has been found to have a high incidence of recurrent or uncorrected deficiencies will be inspected more frequently:

d. For the purpose of re-inspection to ensure the correction of any deficiencies in existence at a previous inspection;

e. When an alteration of the premises results in the increase or decrease in occupiable space;

f. By area, such that all structures in a predetermined geographical area will be inspected simultaneously, or within a short period of time.

**SECTION 711 PORTABLE FIRE EXTINGUISHERS**

**711.1 Where required.** Portable fire extinguishers shall be installed in the following locations.

1. In new and existing Group A, B, E, F, H, I, M, and S occupancies.

   **Exception:** In new and existing Group A, B, and E occupancies equipped throughout with quick response sprinklers, portable fire extinguishers shall be required only in locations specified in items 2 through 6.

2. Within 30 feet of commercial cooking equipment.

3. In areas where flammable or combustible liquids are stored, used, or dispensed.

4. On each floor of structures under construction, except Group R-3 occupancies, in accordance with Section 1415.1 of the International Fire Code.

5. Where required by the sections indicated in Table 906.1 of the International Fire Code.

6. Special-hazard areas, including but not limited to laboratories, computer rooms, and generator rooms, where required by the fire official.

7. In non-sprinklered use group R-2 fraternity and sorority houses, a 5-pound ABC type with 2A rating portable fire extinguisher shall also be provided in corridors located in accordance with NFPA 10.

8. In temporary structures where cooking operations are being conducted involving combustible cooking media, the minimum of one (1) 6-liter, Class K portable fire extinguisher shall be provided and
ready for use in the vicinity of the cooking equipment. The maximum distance that can be protected by a single extinguisher is 25 feet, unobstructed.

SECTION 712
FIRE DEPARTMENT CONNECTION CAPS AND THREADS

712.1 Threads. All threads provided for fire department connections to sprinkler systems, standpipe systems, yard hydrants, or any other fire hose connection shall be National Standard Hose thread with a maximum size of 2.5 inches per inlet. For residential suppression systems, based on flow requirements 1.5-inch hose connections with National Standard Hose thread may be used.

712.2 Non-visible Fire Department Connections. Fire Department Connections that are not readily visible from the street address side of the building shall be made visible or provide approved sign(s) to direct the fire department to this location. A metal sign with raised letters at least two (2) inch in size with minimum stroke width of 1/4 inch. Such signs shall read: “AUTOMATIC SPRINKLERS, STANDPIPES, TEST CONNECTION” or a combination thereof as applicable with proper directional indication.

SECTION 713
ASSEMBLY OCCUPANCY

713.1 General. All spaces that are permitted by the CKCOG as Assembly A-2 Occupancy Group, as defined by the International Building Code, and have a permitted maximum occupancy level equal to or exceeding 100 persons shall comply with the requirements of Sections 713.

713.2 Maximum occupancy level. The owner, person-in-charge, manager, person of authority, staff member, or duly authorized individual working the door and controlling the inflow of patrons shall know and be able to verbally provide to the code official the maximum occupancy level of the assembly area when requested.

713.3 Actual occupancy level. The owner, person-in-charge, person of authority, staff member, or duly authorized individual working the door and controlling the inflow of patrons shall know and verbally provide to the code official the actual occupancy level of the assembly area including staff with an accuracy of plus or minus 5% of the maximum occupancy of the assembly area when requested.

SECTION 714
OPEN-FLAME COOKING DEVICES

714.1 Open-flame cooking devices. Charcoal burners and other open-flame cooking devices shall not be operated on combustible balconies or within ten (10) feet of combustible construction.

Exceptions: Where buildings, balconies, or decks are protected by an automatic sprinkler system.

714.2 LP-gas containers. Under no circumstances shall any LP-gas container or compressed gas fuel cylinder with a water capacity greater than 2 ½ pounds [nominal one (1) pound LP-gas capacity] be used on any balcony, deck, or area that does not have a direct means of egress that does not require entry into a structure nor in areas covered by a roof or a partially enclosed area no matter what the construction type.
CHAPTER 8
RENTAL PERMITS

SECTION 801
GENERAL

801.1 Scope. The provisions of this chapter shall govern the issuance, refusal, and maintenance of residential Rental Permits (hereinafter referred to as “Permit” for the remainder of this Chapter) for the Municipalities adopting Chapter 8 of this Code.

SECTION 802
PERMIT

802.1 Permit required. No owner, person, firm, or corporation shall operate or rent to another, or provide for residential occupancy with or without compensation for thirty (30) or more days, any dwelling unit, rooming unit, sleeping unit, or congregate living facility, or operate a Farm Labor Camp until a Rental Permit has been issued by the code official. Tourist homes, Bed and Breakfasts and Transient or Short-Term Rentals shall obtain a Fire Safety Permit in accordance with Chapter 7 of this Code when Section 708 has been adopted by the Municipality.

Exceptions:
1. When as part of a property sales agreement, the owner of an owner-occupied single-family residential property negotiates a post-settlement agreement to stay in the premises after the transfer of ownership to the purchaser, for a maximum of 180 days, the property is not required to have a Permit.
2. In case of extraordinary circumstances or national disaster, the municipality may temporarily exempt units from the Permit requirement of this Section for up to 180 days.
3. When a Municipality has enacted an Ordinance that equals or exceeds the requirements of this Code.

802.1.1 Occupancy prior to permit issuance. Occupancy of any rental property prior to Permit issuance is a violation of this code. In addition to the imposition of the penalties herein described, the code official is authorized to issue citations in accordance with this code. Each day that a violation continues after due notice has been served, in accordance with the terms and provisions hereof, shall be deemed a separate offense. Any person, firm, or corporation violating this section is exempt from the notification requirements set forth in Section 107.

802.2 Purpose. The regulation, inspection and licensing of rental units is intended to:
1. Protect the health, safety, and welfare of persons affected by or subject to the provisions of this Chapter;
2. Ensure that owner(s), person(s)-in-charge, and tenant(s) of such rental unit, are informed of, and adhere to, all applicable code provisions governing the use and maintenance of rental units.

802.3 Permit application. Applications for Permits shall be made to the CKCOG Office on forms furnished by the CKCOG.

802.3.1 Floor plan. All Permit applications shall be accompanied by a floor plan of the proposed rental space including room dimensions, windows, and door locations. Floor plan shall include location, current use, and description of all attached nonresidential spaces.

802.4 Rental Permit fee. The initial Permit fee and renewal Permit fee shall be established by resolution of the Executive Committee of the Board of Directors of the CKCOG. The inspection frequency and Permit renewal schedule shall be established by resolution of the Municipality.

802.5 Issuance or refusal. The code official shall issue an initial Permit to the applicant upon proof that all of the following requirements have been satisfied:
1. Zoning use permit has been issued for the purpose for which it will be used or that no Zoning approval is required;
2. The structure complies with the provisions of this Chapter and all other applicable codes and/or...
ordinances, including the Property Maintenance Code;

3. The initial Permit fee has been submitted.

802.6 Renewal. Permits shall be renewed in accordance with the adopted schedule of the municipality, on or before the Permit expiration, by completing a Permit renewal application and submitting the Permit renewal fee and receiving a satisfactory rental housing inspection Report. A Permit shall be suspended upon the Permit holder’s failure to submit the required completed renewal application and Permit renewal fee. No reduction shall be made for fractional yearly permits.

802.7 Late fee. A late fee charge, per unpaid unit(s), shall be imposed for any renewal fees not paid within 90 days of the date of the initial renewal letter.

802.8 Transferability. Permits shall be transferable upon change of ownership, providing the permitted use has not changed. The new owner is required to notify the CKCOG of any ownership change. Failure to notify the CKCOG of transfer within 15 calendar days will result in the revocation of the existing Permit.

802.9 Applications. Applications for Permits and shall be filled out completely and accurately including addresses and telephone numbers for both the owner(s), and person-in-charge. The Permit shall not be issued or renewed if an application does not contain all required information. The CKCOG shall be notified in writing of any changes to information required by this Section within 15 calendar days.

802.9.1 Contact address. The owner and person-in-charge contact addresses provided to the CKCOG on such application must be a valid address for the receipt of United States mail and shall be checked by the owner or person-in-charge on a regular basis not to exceed 1 week.

802.9.2 Telephone number. The owner and person-in-charge telephone numbers provided to the CKCOG on such application must be valid telephone numbers capable of receiving and recording voice mail at all times. A response to a voice mail left on this number by a representative of the Municipality or the CKCOG shall be returned or responded to within the time frame requested.

802.9.3 E-Mail address. Whenever possible, a valid e-mail address for the owner and person-in-charge shall be provided to the CKCOG. A response to an e-mail sent to this address by a staff member of the CKCOG or the municipality shall be responded to within the time frame requested.

802.10 Display and use. The Permit shall be displayed in a common area of the structure of a multi-family dwelling. In single-family units or those without common areas, the Permit must be made available to the Code Officer, the Municipality, or current or prospective tenants upon request. The issuance of a Rental Permit to an owner or person-in-charge shall constitute consent for an inspection. The Rental Permit is and shall remain the property of CKCOG. Replacement of a lost or damaged Rental Permit shall be assessed a replacement fee in accordance with Section 107.4.1.

SECTION 803
PERSON-IN-CHARGE

803.1 Designation. All owners of residential rental property shall designate a person-in-charge for each of their residential properties. This person-in-charge may be the owner, however, if the owner resides on a regular or permanent basis more than thirty (30) miles from the property, a person-in-charge must be designated that resides within thirty (30) miles of the subject property.

803.2 Authorization. The person-in-charge shall be authorized to receive all notifications and correspondence and is authorized to make decisions regarding the property and its occupants to ensure compliance with this Code and all other applicable municipal Ordinances.

803.3 Duties. It shall be the duty of every person-in-charge to keep and maintain all regulated rental units in compliance with this Code and all other applicable municipal Ordinances, including:

1. To maintain the premises in good and safe condition;
2. To respond promptly to reasonable complaints and inquiries from occupants;
3. To comply fully with all provisions of this Code.

803.4 Occupancy. The person-in-charge shall maintain all rental property under their control in compliance with the occupancy limits, as specified in the Zoning Ordinance of the Municipality or as determined after inspection by the code official.
803.5. Notification. The person-in-charge shall promptly notify the owner of such rental property of any and all violations or citations issued against said property by the code official.

SECTION 804
TELEPHONE NOTIFICATIONS

804.1 Tenant Information Packet. The person-in-charge shall be required to distribute to each tenant, a Tenant Information Packet (hereinafter referred to as the “packet”). The packet shall be distributed annually and/or with each new lease or occupancy. Contents of the packet shall be developed by the CKCOG, in cooperation with the Municipality, and made available in electronic format to property owners and persons-in-charge to distribute.

The packet shall be separate from any written lease and shall include the following:

1. Occupancy limits of the rental property, where applicable;

2. Municipal codes and Ordinances regarding refuse, litter, parking, weeds, grass, and the removal of snow and ice from sidewalks;

3. Specific information regarding the CKCOG requirements including:
   a. Basic property maintenance code requirements;
   b. Contact information for the CKCOG to include telephone numbers, hours of operation, email addresses, and website address.

4. Fire safety certification in accordance with Section 708.1, where applicable;

5. Regulations regarding tampering with fire protection equipment;

6. A signature form acknowledging receipt of the packet. A signed copy of the form shall be maintained by the person-in-charge and shall be made available to the tenant, code official, or municipality upon request.

SECTION 805
INSPECTIONS REQUIRED

805.1 Inspections. The code official shall make all of the required inspections, or shall accept reports of inspection by approved agencies or individuals. All reports of such inspections shall be in writing and be certified by a responsible officer of such approved agency or by the responsible individual. The code official is authorized to engage such expert opinion as deemed necessary to report upon unusual technical issues that arise, subject to the approval of the Municipality.

Exception: Any residential rental unit that is subject to an inspection by any other government agency whose inspection standards are equal to or greater than this Codes may be exempted from the inspection schedule for a period determined by the code official, not to exceed 36 months; provided, however, that inspection may occur as set forth in this Chapter if a violation of this Code occurs. This exemption does not exclude the property from being subject to any of the Municipality’s Ordinances. This exemption does not apply to any nonresidential occupied space attached to such rental unit.

805.1.1 Initial Rental Permit inspection. Within 60 calendar days following the acceptance of an application for a Permit, the residential unit and any connected nonresidential spaces shall be inspected for compliance with the requirements of this Code and any other applicable ordinances of the Municipality.

805.1.2 Rental Permit inspection frequency after Permit issuance.

1. All residential rental properties and any attached nonresidential spaces or uses shall be inspected in accordance with the adopted ordinance of the appointing municipality, or a minimum of once every 36-months. The next regular inspection will be scheduled 36-months or sooner from the last regular inspection.

2. If a property fails to receive a satisfactory rental housing inspection during any regular inspection, that property may be inspected annually thereafter until such time as the property has received a satisfactory inspection report during three (3) consecutive annual inspections. The owner shall be charged for each additional inspection required under this section. A satisfactory rental housing inspection is defined
as two (2) or fewer life safety deficiencies or five (5) or fewer property maintenance deficiencies per permit.

3. Nothing in this Code shall prevent the code official from conducting more frequent inspections of a premises. More frequent inspections may occur when any of the following occurs:

3.1 For the purpose of re-inspection to ensure the correction of any deficiencies in existence at a previous inspection;

3.2 When a complaint is made and the code official has reasonable cause to believe that the complaint is valid;

3.3 At the request of the owner or tenant;

3.4 By recurrent deficiencies, such that any rental unit which has been found to have a high incidence of recurrent or uncorrected deficiencies:

3.4.1 Three (3) or more life safety deficiencies (See Appendix B); and/or

3.4.2 Six (6) or more property maintenance deficiencies (see Appendix B) in a calendar year;

3.5 When an alteration of the premises results in the increase or decrease in habitable space;

3.6 When there is a change of use in any attached non-residential portion of the building;

3.7 By area, such that all rental units in a predetermined geographical area will be inspected simultaneously, or within a short period of time;

3.8 By Municipal Ordinance requiring a more frequent inspection schedule.

4. Transfer of complaint inspection fees. No owner or person-in-charge shall transfer or attempt to transfer fees imposed for complaint inspections to the tenant making the complaint unless the owner or person-in-charge was not given a reasonable opportunity to repair the deficiency prior to the complaint or the tenant was responsible for the deficiency which gave rise to the complaint;

805.2 No-show fee.

1. If the owner or person-in-charge fails to be present or to provide interior access for an inspection within ten minutes after the start time of the scheduled inspection, the owner shall be considered a no show and subject to a no-show fee, except for good cause shown.

2. Following the first no show, the inspection shall be rescheduled, and the code official shall give notice of the time and date for the rescheduled inspection. If the owner or person-in-charge fails to be present and/or to provide interior access for the second inspection, the owner or person-in-charge shall be considered a second no show and shall be subject to an additional no show fee and shall be in violation of this Chapter.

2.1 Each day that the owner or person-in-charge fails to be present and/or provide interior access for an inspection shall constitute a separate violation.

2.2 If the inspection has not been completed within ninety (90) days of the first scheduled inspection as a result of the owner or person-in-charge not being present and/or failing to provide interior access for a scheduled or rescheduled inspection, the rental permit may be suspended in accordance with Section 807.

805.3 Report of Inspection Findings. The property owner or person-in-charge shall be notified in writing of the existence of any deficiencies found during an inspection of a premises.

This report shall be sent by first class mail to the address(s) for the owner or person-in-charge contained in the rental unit license application or renewal application. All deficiency notices shall provide a reasonable time limit within which the deficiencies must be corrected.

805.4 Right of entry. Where it is necessary to make an inspection to enforce the provisions of this code, or whenever the code official has reasonable cause to believe that there exists in a structure or upon a premises a condition in violation of this code, the code official is authorized to enter the structure or premises at reasonable times to inspect or perform the duties imposed by this code, subject to applicable laws, provided that if such structure or premises is occupied the code official shall present credentials to the occupant and
request entry. If such structure or premises is unoccupied, the code official shall first make a reasonable effort to locate the owner or person-in-charge of the structure or premises and request entry. If entry is refused, the code official shall have recourse to the remedies provided by law to secure entry.

805.5 Identification. The code official shall carry proper identification when inspecting structures or premises in the performance of duties under this code.

805.6 Notices and orders. The code official shall issue all necessary notices or orders to ensure compliance with this code.

805.7 Department records. The code official shall keep records of all business and activities of the department specified in the provisions of this code. Such records shall be retained for the period required for retention of public records as established by the Commonwealth of Pennsylvania.

SECTION 806
RENTAL PERMIT SUSPENSION FOR IMMINENT HAZARD

806.1 Imminent hazard. Whenever an imminent hazard to community health, safety, or welfare exists at a property, the Building Code official is authorized and empowered to order and require any structure on the property vacated immediately. A placard shall be posted at each entrance to the structure(s) stating that the structure is “Uninhabitable” or “Condemned” depending on the severity of the hazard, and that occupancy of the structure is unlawful and any person occupying the structure will be prosecuted. The Building Code official shall schedule a hearing with the property owner or person-in-charge within 10 calendar days from the date of the order. The purpose of the hearing will be to review the vacation order with the property owner or person-in-charge and to establish an abatement plan.

806.2 Imminent Hazard Suspension Procedures.

806.2.1 Notification. The CKCOG shall notify the property owner and person-in-charge of a Rental Permit suspension by written notice sent by a method that provides proof of delivery or delivered and posted on the structure in person. The notice shall advise the property owner of the property address, the effective dates of the suspension, the term of the suspension, the reason for the suspension, the effect of the suspension on the property, penalties that can be imposed for violation of the suspension, and appeal rights and procedures.

806.3 Appeal procedure for placarding initiated by the Building Code Official. Appeal of the placarding of a property as “Condemned” or “Uninhabitable” initiated by the Building Code official shall be heard by the CKCOG Board of Appeals in accordance with the procedures established for appeals to that Board, as referenced in Section 111. The Board of Appeals is empowered to sustain, withdraw, or modify the placarding.

806.4 Appeals to the Court of Common Pleas. Appeals by the property owner of the CKCOG Board of Appeals decision shall be made to the appropriate Court of Common Pleas.

806.5 Effect of suspension. While under suspension, the residential unit subject to suspension shall be vacated. If such suspension is to last more than thirty (30) calendar days, the structure must be secured in accordance with Section 108 and 109 of this Code.

SECTION 807
RENTAL PERMIT SUSPENSION FOR OUTSTANDING VIOLATIONS

807.1 Outstanding violations. The code official may suspend the Rental Permit when a violation of this Chapter has not been corrected after a period of 90 calendar days. This includes:

1. Refusal to permit the inspection of the premises when required;
2. Failure to abate deficiencies reported after inspection;
3. Failure to complete required forms and/or pay required fees.

807.2 Outstanding Violation Rental Permit Suspension Procedures.

807.2.1 Notification. The CKCOG shall notify the property owner and person-in-charge of a suspension by written notice sent by a method that provides proof of delivery or delivered and posted on the structure in person. The notice shall advise the property owner of the property address, the effective dates of the
suspension, the term of the suspension, the reason for the suspension, the effect of the suspension on the property, penalties that can be imposed for violation of the suspension, and appeal rights and procedures.

807.3 Appeal procedure for outstanding violation suspension imitated by the code official. Any affected owner may appeal a suspension notice by first filing an appeal to the CKCOG Director. All appeals must be filed in writing within 15 calendar days of receipt of the suspension notice. The CKCOG Director shall hold a hearing within 30 calendar days of receiving the owner’s appeal, and shall notify the owner of the date, time, and location of the hearing. Following the conclusion of the inquiry, the CKCOG Director is empowered to take any of the following actions:

1. Sustain the suspension;
2. Overturn the suspension upon a finding that proper procedure was not followed or that the available evidence does not support suspension;
3. Enter into a consent agreement with the owner and stay the effective dates of the suspension pursuant to Section 807.4. Consent Agreement.

The CKCOG may charge an administrative fee to recover the costs of conducting the administrative inquiry. This fee shall be based on the current hourly rate as set by the Executive Committee of the Board of Directors of the CKCOG.

807.4 Consent agreement and stay of suspension. The CKCOG Director is empowered during the course of an administrative inquiry on suspension of a Permit to enter into a consent agreement with the owner. The consent agreement may set forth steps and conditions designed to bring the property into compliance with this Chapter and any applicable Municipal Ordinances and to maintain the property in a proper manner. In conjunction with the consent agreement, the CKCOG Director may stay the effective date of the suspension to afford the landowner an opportunity to complete the steps as set forth in the agreement and to comply with any further conditions outlined in the agreement. If during the stay, a violation of the consent agreement occurs or additional violations accrue, the stay shall be immediately lifted and the suspension reinstated.

807.4.1 As part of the consent agreement, the CKCOG Director is authorized to require that additional financial penalties be included in the agreement for failure to comply with the terms of the agreement.

807.5 Appeal procedure for suspension initiated by the Code official and upheld by the CKCOG Director after a hearing. Appeals of suspension initiated by the code official and upheld by the CKCOG Director shall be heard by the CKCOG Board of Appeals in accordance with the procedures established for appeals to that Board, as referenced in Section 111. The Board of Appeals is empowered to sustain, withdraw, or modify the suspension.

807.6 Appeals to the Court of Common Pleas. Appeals by the property owner of the CKCOG Board of Appeals decision shall be made to the appropriate Court of Common Pleas.

807.7 Effect of suspension. While under suspension, the residential unit subject to suspension shall be vacated. If such suspension is to last more than thirty (30) calendar days, the structure must be secured in accordance with Section 108 and 109 of this Code.

SECTION 808 ENFORCEMENT

808.1 Occupancy without a Permit. No person shall occupy, and no owner or person-in-charge shall allow Code unless a Permit has been issued and remains in effect. Each day that a violation exists shall constitute a separate offense.

808.2 False statements. No person shall knowingly make any false statement or provide any false information on a rental unit license application to any employee of the CKCOG or other authorized person in relation to any investigation of a violation of this Part.

808.3 Coercive conduct. No person shall coerce, threaten, or intimidate any person into failing to report, or as a result of reporting, a violation of this Code, or to waive any rights established by law.

808.4 Penalty. Penalties for noncompliance with orders and notices shall be as set forth in Section 106.
CHAPTER 9
FIRE CODE

SECTION 901
SCOPE

901.1 Scope. These regulations shall adopt the International Fire Code 2021 edition, in its entirety and be known as the Fire Code of the Municipality.
# CHAPTER 10
## REFERENCED STANDARDS

This chapter lists the standards that are referenced in various sections of this document. The standards are listed herein by the promulgating agency of the standard, the standard identification, the effective date and title and the section or sections of this document that reference the standard. The application of the referenced standards shall be as specified in Section 102.7.

| ASME | American Society of Mechanical Engineers  
Three Park Avenue  
New York, NY 10016-5990 |
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| ASTM | ASTM International  
100 Barr Harbor Drive  
West Conshohocken, PA 19428-2959 |
| --- | --- |

| ICC | International Code Council  
500 New Jersey Avenue, NW  
6th Floor  
Washington, DC 20001 |
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| NFPA | National Fire Protection Association  
1 Batterymarch Park  
Quincy, MA 02269 |
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<td>750-14</td>
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**UL**

Underwriters Laboratory Inc.  
333 Pfingsten Road  
Northbrook, IL 60062

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**UCC**

Pennsylvania Department of Labor and Industry  
651 Boas Street, Room 1613  
Harrisburg, PA 17121-0750

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APPENDIX A
BOARDING STANDARD

A101
GENERAL

A101.1 General. All windows and doors shall be boarded in an approved manner to prevent entry by unauthorized persons and shall be painted to correspond to the color of the existing structure.

A102
MATERIALS

A102.1 Boarding sheet material. Boarding sheet material shall be minimum of ½ inch thick wood structural panels complying with the International Building Code.

A102.2 Boarding framing material. Boarding framing material shall be minimum nominal two (2) inches by four (4) inches solid sawn lumber complying with the International Building Code.

A102.3 Boarding fasteners. Boarding fasteners shall be minimum 3/8-inch diameter carriage bolts of such a length as required to penetrate the assembly and as required to adequately attach the washers and nuts. Washers and nuts shall comply with the International Building Code.

A103
INSTALLATION

A103.1 Boarding installation. The boarding installation shall be in accordance with Figures A103.1(1) and A103.1(2) and Sections A103.2 through A103.5.

A103.2 Boarding sheet material. The boarding sheet material shall be cut to fit the door or window opening neatly or shall be cut to provide an equal overlap at the perimeter of the door or window.

A103.3 Windows. The window shall be opened to allow the carriage bolt to pass through or the window sash shall be removed and stored. The two (2) inches by four (4) inches strong back framing material shall be cut minimum two (2) inches wider than the window opening and shall be placed on the inside of the window opening six (6) inches minimum above the bottom and below the top of the window opening. The framing and boarding shall be predrilled. The assembly shall be aligned and the bolts, washers and nuts shall be installed and secured.

A103.4 Door walls. The door opening shall be framed with minimum two (2) inches by four (4) inches framing material secured at the entire perimeter and vertical members at not more than 24 inches on center. Blocking shall also be secured at not more than 48 inches on center vertically. Boarding sheet material shall be secured with screws and nails alternating every six (6) inches on center.

A103.5 Doors. Doors shall be secured by the same method as for windows or door openings. One door to the structure shall be available for authorized entry and shall be secured and locked in an approved manner.
APPENDIX B
INSPECTION CHECKLISTS

RENTAL UNIT OCCUPANCY
Pre-Inspection Checklist

**Life & Fire Safety —**

- Is there a working smoke detector in EACH bedroom (or other room used for sleeping), in the hallway(s) outside of the bedrooms and on each level, including the basement and attic? (704.2)
- Is the hot water heater and furnace clear (at least 3 feet away) of boxes, other “junk” or flammable materials? (603.3)
- Are all exits free from obstruction inside and outside (personal belongings, junk, shrubbery etc.)? (702)
- Do they lock and unlock from the inside without using a key or special knowledge? (304.18.1 & 702.3)
- Does the Water Heater have a temperature and pressure-relief valve and a relief valve discharge pipe ("drip-leg")? (505.4)
- Is all fuel burning equipment in good repair and safe condition, properly installed and connected to chimneys or vents? (304.11, 603.1, 603.2)
- Do all rooms used for sleeping have a window? Or two means of approved egress from such room? (403.1, 702.4)
- Are carbon monoxide alarms installed in units with fuel burning appliances and/or attached garage as per manufacturer requirements? (IPMC 705)

**Property Maintenance —**

**Doors & Windows —**

- Do all exterior doors open and close easily? Are they weather tight? (304.13, 304.15)
- Do all windows open and stay open? (304.13.2)
- Do all windows close and lock (1st Fl)? Are they weather tight? (304.13.1, 304.18.2)
- Are there any broken or cracked windows? Are screens in place (when required) and free from tears? (304.14)

**Walls, Ceilings and Floor —**

- Are the walls, window sills and ceilings clean and free from peeling paint or wallpaper? (305.3)
- Are the floors structurally sound? (305.4)
- Is the flooring (carpet, vinyl, wood, etc.) clean and in good condition, i.e. thresholds in place, no rips or other tripping hazards, no missing tiles? No exposed subflooring (plywood or concrete)? (305.4)
- Are there proper globes/diffusers/covers on all light fixtures? (605.1)
- Are there light fixtures in all halls, stairways, laundry rooms and furnace rooms? (605.3)
- Does every set of stairs with more than four steps have a graspable handrail on at least one side? This includes stairs to a basement or attic and exterior stairs. (307.1)
- Are handrails and other railings firmly attached with no loose or missing spindles? (305.5)
**Heating, Plumbing & Electrical**

- Are there working GFCI outlets in the Kitchen & Bathrooms (on outlets >6’ from any water source)? (605.2)
- Is there a working exhaust fan or a window in each bathroom?
- Do all outlets, switches and panel boxes have covers? (605.1)
- Are there two outlets in each room and one in the bathroom? (605.2)
- Do all taps run (hot & cold) and toilets flush? Is the plumbing properly vented? (505.1, 506.1)
- Do any pipes leak or faucets drip? (504.1)

**Exterior**

- Does each unit have address numbers that are clearly visible from the street (at least 4” high)? (304.3)
- Is the yard maintained (grass under 6”, no tall weeds)? (302.4) (NOTE: height may vary by Municipality)
- Is all rubbish stored in appropriate containers and removed regularly? (308)
- Is the exterior in good repair? Siding, brick or paint free of chips or deterioration? (304.2)
- Is the roof in good repair with no leaks? No overhanging tree limbs or branches? (304.7)
- Is the chimney in good repair and safe condition? (304.11)
- Is the foundation in good repair, level with no cracking or deterioration? (304.5)
- Are the gutters and downspouts free of debris and directing water away from the **structure**? (304.7)
- Are the **premises** free of infestation such as insects, rats and/or other vermin? (302.5)
- If the property has a swimming pool, is it protected by a 48” barrier or fence in good repair, with a self-latching, self-closing gate? (303)
- Are all resident’s vehicles properly registered and licensed? (302.8)
- Are any accessory **structures** (garages, sheds, fences) structurally sound and in good repair? (302.7)

**Recommended but not required in existing buildings NOT undergoing renovation**

- Attached garages ½” drywall on garage side between house and garage and 1¾” solid core or fire rated door
- GFCI on all receptacles within six feet of a water source, in the garage, on the exterior and in any unfinished basement.
Multi-Family / Use Group R-2* / Mixed-Use
Supplemental Pre-Inspection Checklist

In addition to the requirements for Use Group R-3, multi-Family structures, Use Group R-2 structures, and mixed-use Commercial structures with an attached Residential use must also comply with the Fire Safety Requirements found in Chapter 7 of the CMC

This list shows commonly found violations. It is NOT intended to be a comprehensive list of all Fire Safety violations that could be found. If you have questions about a specific situation, please call the Central Keystone COG at 1-877-457-9401 or 570-522-1326.

NOTE: The number shown in parentheses () is the referenced code section of the CKCOG Property, Fire Safety and Existing Building Maintenance Code unless otherwise noted. IFC = 2018 International Fire Code, IRC = 2018 International Residential Code, IBC = 2018 International Building Code.

**Administration** –
- Is Emergency Contact information clearly posted? (701.2)
- Is the Building Fire Safety Plan readily available? (IFC 404.1)
- Are Evacuation and Egress routes displayed in all required locations and up to date? (IFC 404)
- Is the Occupancy Load for each structure clearly posted? (713.2)
- Are the maintenance records and testing results for all fire protection system inspections up to date and available for review? (704.1, IFC 901.6)
- Is your Hazardous Materials Inventory Statement and Hazardous Materials Management Plan (when required) and available and up-to-date? (IFC 407.5)
- Are Safety Data Sheets for all hazardous materials readily available in either paper or electronic format? (IFC 407.1)

**Exterior** -
- Is the building clearly addressed with the correct 911 address? Are secondary structures or offices also clearly identified? (304.3, 304.3.1)
- Is the Fire Department Connection (FDC) clearly visible? If not visible, has the required signage been installed? (704.5)
- Is the access to the FDC clear of obstructions? This includes fences, bushes, trees, dumpsters or any other movable or non-movable object. (704.5.1)
- Is a clear space of not less than 36 inches in width, 36 inches in depth, and 78 inches in height maintained around FDC’s? (705.5.2)
- Are required fire apparatus lanes and roadways clearly marked and free of obstructions? (503.1, 503.2)
- Are all exterior doors, discharge areas and areas of refuge clear of obstructions or other hazards? (702.1)

**Exits and Egress** –
- Is a safe, continuous, unobstructed and accessible egress route provided to the exterior? (702.1)
- Are all means of egress doors and openings readily openable from the inside? Does all egress door hardware conform to that permitted by the International Building Code? (702.3)
- Are doors required for fire blocking or smoke barrier clearly marked with the appropriate signage? (703.4.1)
- Is all required EXIT signage illuminated? Is all required emergency lighting in operation? (702.1.1)
- Are all stairways clearly identified with floor identifications and exit discharge level? (IFC 1009.9)
Fire Protection Systems -

☐ Are portable Fire Extinguishers provided where required? Are they the correct type for use and location? Have they been tested and maintained by a certified technician? (704.8, 704.8.1, 710)

☐ Have all fire protections systems; automatic fire alarms, manual fire alarms, sprinkler systems, fire extinguishers and automatic fire extinguishing systems been tested in accordance with NFPA standards? (704.2.3)

☐ Are all pull-stations, horns, strobes, smoke/carbon monoxide detectors and sprinkler heads free of debris, operable and unobstructed? (IFC 901)

Fire Prevention –

☐ Are all storage clearances maintained? 36” minimum is required around all fuel burning appliances and heat sources. (603.3)

☐ Are all doors into all rooms that contain building utilities identified with a plainly visible and legible sign? (707.1)

☐ Are rooms containing utilities free of combustible materials? (IFC 315.3.3)

☐ Are all refuse holding containers (dumpsters) with a capacity of more than 1.5 cubic yards placed more than 5 feet from any structure not protected by a sprinkler system? (IFC 304.3.3)

☐ Are “No Smoking” signs placed in areas where flammable or combustible materials are stored? (IFC 310.3)

Electrical -

☐ Is all wiring permanent, free of hazards, and in good condition? (IFC 604.3, 604.5)

☐ Are all working clearances around service panels, fuse boxes, and electrical equipment maintained free of obstruction and other materials? (IFC 305.1, IFC 604.3)

☐ Are all panelboards and breakers clearly labeled? (605.1)

Other -

☐ Is the kitchen hood (ANSUL) system up to date on inspections, cleaned and operable? Are these records readily available? (IFC607.3)

*310.3 Residential Group R-2. Residential Group R-2 occupancies containing sleeping units or more than two dwelling units where the occupants are primarily permanent in nature, including:

- Apartment houses
- Congregate living facilities (nontransient) with more than 16 occupants
- Boarding houses (nontransient)
- Dormitories
- Fraternities and sororities
- Hotels (nontransient)
- Motels (nontransient)
- Vacation timeshare properties

*310.4 Residential Group R-3. Residential Group R-3 occupancies where the occupants are primarily permanent in nature and not classified as Group R-1, R-2, R-4 or I, including:

- Buildings that do not contain more than two dwelling units
- Congregate living facilities (nontransient) with 16 or fewer occupants
- Boarding houses (nontransient)
- Dormitories
- Fraternities and sororities
- Congregate living facilities (transient) with 10 or fewer occupants
- Boarding houses (transient)
- Lodging houses (transient) with five or fewer guest rooms and 10 or fewer occupants
FIRE SAFETY INSPECTION
Pre-Inspection Checklist

Your Municipality has adopted an Ordinance requiring that all Commercial, Industrial and Multi-Family structures obtain and maintain a Fire Safety Permit. This Permit is issued by the Code officer after they have conducted an inspection of your premises and determined that is substantially in compliance with the CKCOG Property, Fire Safety, and Building Maintenance Code. This report reflects violations of this code observed at the time of the inspection. Violations of other codes may exist that were not observed at the time of the inspection.

If conditions are found that violate this Fire Code, could contribute to or cause a fire, or endanger life or property, the inspector will notify the owner or person-in-charge immediately. If any of the conditions are not immediately correctable, a written report stating the time limit to correct the conditions will be sent to the owner or person-in-charge within 10 days. This report reflects violations of this code observed at the time of the inspection. Violations of other codes may exist that were not observed at the time of the inspection.

This list shows commonly found violations. It is NOT intended to be a comprehensive list of all Fire Safety violations that could be found. If you have questions about a specific situation, please call the Central Keystone COG at 1-877-457-9401 or 570-522-1326.

NOTE: The number shown in parentheses () is the referenced code section of the CKCOG Property, Fire Safety and Existing Building Maintenance Code unless otherwise noted. IFC = 2018 International Fire Code, IRC = 2018 International Residential Code, IBC = 2018 International Building Code.

Administration –
☐ Is Emergency Contact information clearly posted? (701.2)
☐ Is the Building Fire Safety Plan readily available? (IFC 404.1azx)
☐ Are Evacuation and Egress routes displayed in all required locations and up to date? (IFC 404)
☐ Is the Occupancy Load for each structure clearly posted? (713.2)
☐ Are the maintenance records and testing results for all fire protection system inspections up to date and available for review? (704.1, IFC 901.6)
☐ Is your Hazardous Materials Inventory Statement and Hazardous Materials Management Plan (when required) and available and up-to-date? (IFC 407.5)
☐ Are Safety Data Sheets for all hazardous materials readily available in either paper or electronic format? (IFC 407.1)

Exterior -
☐ Is the building clearly addressed with the correct 911 address? Are secondary structures or offices also clearly identified? (304.3, 304.3.1)
☐ Is the Fire Department Connection (FDC) clearly visible? If not visible, has the required signage been installed? (704.5)
☐ Is the access to the FDC clear of obstructions? This includes fences, bushes, trees, dumpsters or any other movable or non-movable object. (704.5.1)
Is a clear space of not less than 36 inches in width, 36 inches in depth, and 78 inches in height maintained around FDC’s? (705.5.2)

Are required fire apparatus lanes and roadways clearly marked and free of obstructions? (503.1, 503.2)

Are all exterior doors, discharge areas and areas of refuge clear of obstructions or other hazards? (702.1)

**Exits and Egress –**

- Is a safe, continuous, unobstructed and accessible egress route provided to the exterior? (702.1)
- Are all means of egress doors and openings readily openable from the inside? Does all egress door hardware conform to that permitted by the International Building Code? (702.3)
- Are doors required for fire blocking or smoke barrier clearly marked with the appropriate signage? (703.4.1)
- Is all required EXIT signage illuminated? Is all required emergency lighting in operation? (702.1.1)
- Are all stairways clearly identified with floor identifications and exit discharge level? (IFC 1009.9)

**Fire Protection Systems -**

- Are portable Fire Extinguishers provided where required? Are they the correct type for use and location? Have they been tested and maintained by a certified technician? (704.8, 704.8.1, 710)
- Have all fire protections systems; automatic fire alarms, manual fire alarms, sprinkler systems, fire extinguishers and automatic fire extinguishing systems been tested in accordance with NFPA standards? (704.2.3)
- Are all pull-stations, horns, strobes, smoke/carbon monoxide detectors and sprinkler heads free of debris, operable and unobstructed? (IFC 901)

**Fire Prevention –**

- Are all storage clearances maintained? 36” minimum is required around all fuel burning appliances and heat sources. (603.3)
- Are all doors into all rooms that contain building utilities identified with a plainly visible and legible sign? (707.1)
- Are rooms containing utilities free of combustible materials? (IFC 315.3.3)
- Are all refuse holding containers (dumpsters) with a capacity of more than 1.5 cubic yards placed more than 5 feet from any structure not protected by a sprinkler system? (IFC 304.3.3)
- Are “No Smoking” signs placed in areas where flammable or combustible materials are stored? (IFC 310.3)

**Electrical -**

- Is all wiring permanent, free of hazards, and in good condition? (IFC 604.3, 604.5)
- Are all working clearances around service panels, fuse boxes, and electrical equipment maintained free of obstruction and other materials? (IFC305.1, IFC 604.3)
- Are all panelboards and breakers clearly labeled? (605.1)

**Other -**

- Is the kitchen hood (ANSUL) system up to date on inspections, cleaned and operable? Are these records readily available? (IFC607.3)
# APPENDIX C

## FEE SCHEDULES

Fee Schedule for those fees set by the Executive Committee of the Board of Directors of the CKCOG and adopted by Resolution of the member Municipality.

<table>
<thead>
<tr>
<th>Section</th>
<th>Amount</th>
<th>Reason</th>
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<tr>
<td>106.3.1</td>
<td>$50.00 for the first additional re-inspection and a fee of $75.00 for every re-inspection thereafter</td>
<td>Penalty - Failure to abate deficiencies when required</td>
</tr>
<tr>
<td>106.3.2 106.4.2 805.2</td>
<td>$50.00</td>
<td>Penalty – No-Show, failure to be present for inspection</td>
</tr>
<tr>
<td>107.4.1</td>
<td>$5.00</td>
<td>Replacement Fee - Of sign, order, sticker, <strong>placard</strong>, tag, or seal.</td>
</tr>
<tr>
<td>708.2</td>
<td>$75.00 and up See Table 708.2.1</td>
<td>Permit Fee - Inspection of <strong>Premises</strong> and Issuance of Fire Permit</td>
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<tr>
<td>802.1.1</td>
<td>$50.00</td>
<td>Penalty - <strong>Occupancy</strong> prior to permit issuance</td>
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<tr>
<td>802.4</td>
<td>$35.00 or $75.00 See Table 802.4.1</td>
<td>Permit Fee - Issuance or Renewal of Rental Permit</td>
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<tr>
<td>802.7</td>
<td>$50.00</td>
<td>Late Fee – Failure to remit fees when due</td>
</tr>
<tr>
<td>805.1.2</td>
<td>$25.00</td>
<td>Re-inspection Fee – Re-inspection to ensure the correction of any <strong>deficiencies</strong> in a Residential Rental Unit</td>
</tr>
</tbody>
</table>
FIRE PERMIT FEE SCHEDULE
Fire Permit fees are determined by the square footage of the structure being inspected, the use of the structure and any special hazards associated with that use, with a minimum of 1 hour at the CKCOG’s current hourly rate.

Fees for inspection of Non-Residential uses attached to a residential structure receiving a Residential Rental Permit are set by Municipal resolution and are equal to the fee for the Residential Rental Permit.

Fees for special circumstances or uses will be determined at time of application based on the CKCOG’s current hourly rate.

RENTAL PERMIT FEE SCHEDULE*
Rental Permit fees are PER DWELLING or ROOMING UNIT, paid either annually or every 36 months.

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<th>Renewal Frequency</th>
<th>Inspection Frequency</th>
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<tr>
<td>Annual</td>
<td>every 36 Months</td>
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<tr>
<td>$35.00 per Unit</td>
<td>No additional cost for <em>satisfactory</em> inspection</td>
</tr>
<tr>
<td>Triennial</td>
<td>every 36 Months</td>
</tr>
<tr>
<td>$75.00 per Unit</td>
<td>No additional cost for <em>satisfactory</em> inspection</td>
</tr>
</tbody>
</table>

*NOTE: Unless superseded by Municipal Ordinance.

Fees for additional services provided may also be set by Municipal Resolution and will be found with the appropriate adopting Ordinance in Appendix D.
APPENDIX D
ADOPTING ORDINANCE
(SAMPLE)

Ordinance No.__________

AN ORDINANCE OF THE ______________________ COUNTY OF ________________, COMMONWEALTH OF PENNSYLVANIA, ADOPTING THE CENTRAL KEYSTONE COUNCIL OF GOVERNMENTS MAINTENANCE CODE, PROPERTY, FIRE SAFETY & BUILDING (CMC), AS PUBLISHED BY THE CENTRAL KEYSTONE COG, OR SUBSEQUENT EDITIONS AS IT MAY BE AMENDED, SUPPLEMENTED OR CHANGED BY THE EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS OF THE CKCOG, REGULATING AND GOVERNING THE CONDITIONS AND MAINTENANCE OF ALL PROPERTY, BUILDINGS AND STRUCTURES; BY PROVIDING THE STANDARDS FOR SUPPLIED UTILITIES AND FACILITIES AND OTHER PHYSICAL THINGS AND CONDITIONS ESSENTIAL TO ENSURE THAT STRUCTURES ARE SAFE, SANITARY, AND FIT FOR OCCUPATION AND USE; FOR THE PURPOSE OF PRESCRIBING REGULATIONS GOVERNING CONDITIONS HAZARDOUS TO LIFE AND PROPERTY FROM FIRE AND EXPLOSION; AND THE CONDEMNATION OF BUILDINGS AND STRUCTURES UNFIT FOR HUMAN OCCUPANCY AND USE, AND THE DEMOLITION OF SUCH EXISTING STRUCTURES IN THE ______________________ of ________________________; PROVIDING FOR THE ISSUANCE OF PERMITS AND COLLECTION OF FEES THEREFORE; AND REPEALING ALL OTHER ORDINANCES AND PARTS OF ORDINANCES IN CONFlict THEREWITH.

BE IT ORDAINED AND ENACTED by the ______________________ of ______________________ as follows:

ARTICLE I
CHAPTER 114
PROPERTY MAINTENANCE

§114-1. Adoption and Purpose

The Central Keystone Council of Governments Maintenance Code, Property, Fire Safety & Building (CMC) as published by the Central Keystone COG, or subsequent editions as it may be amended, supplemented or changed by the Executive Committee of the Board of Directors of the CKCOG, is hereby adopted as the Maintenance Code for Property, Fire Safety & Building of the ______________________ of ______________________, County of ______________________, and Commonwealth of Pennsylvania, for the purpose of regulating and governing the conditions and maintenance of all property, buildings and structures by providing the standards for supplied utilities and facilities and other physical things and
conditions essential to ensure that structures are safe, sanitary, and fit for occupation and use; for the purpose of prescribing regulations governing conditions hazardous to life and property from fire and explosion; and the condemnation of buildings and structures unfit for human occupancy and use; and the demolition of such existing structures as herein provided; providing for the issuance of permits and collection of fees therefore; and each and all of the regulations, provisions, penalties, conditions and terms of said Central Keystone Council of Governments Maintenance Code, Property, Fire Safety & Building (CMC) on file in the office of the ______________ of ______________ are hereby referred to, adopted, and made a part hereof, as if fully set out in this ordinance, with the additions, insertions, deletions, and changes, if any, prescribed in Section 114-2 of this ordinance.

§114.2 Insertions, Revisions and Exclusions

Central Keystone Council of Governments Maintenance Code, Property, Fire Safety & Building (CMC), as published by the Central Keystone COG, is revised as follows:

Section 103.5 Insert: The ______________ of ______________ shall also adopt and maintain the fee schedule as established by the Executive Committee of the Board of Directors of the CKCOG by Municipal Resolution. A copy of this fee schedule shall be retained by the CKCOG and shall be maintained as Appendix C of the CKCOG Maintenance Code, Property, Fire Safety & Building (CMC).

Section 302.4 Insert: Maximum height ___ inches [6”] [8”] [10”] [12”]

Chapter 7, Section 708. Fire Safety Permits: [Section Adopted] [Section Excluded from Ordinance]

Chapter 7, Section 709. Operational Permits: [Section Adopted] [Section Excluded from Ordinance]

Chapter 8, Rental Housing Permits: [Chapter Adopted] [Chapter Excluded from Ordinance]

Chapter 9, Fire Code: [Chapter Adopted] [Chapter Excluded from Ordinance]

ARTICLE II
Penalties

Any person violating any provision of this code, or failing to comply forthwith, shall be prosecuted for the same in the same manner as provided for the enforcement of a summary offense under the Pennsylvania Rules of Criminal Procedure, and upon conviction thereof shall be sentenced to pay a fine of not less than one hundred dollars ($100), nor more than one thousand dollars ($1000), and/or a term of imprisonment not to exceed thirty (30) days. Each day that a violation continues after due notice has been served shall be deemed a separate offense. Such penalties for violation of any notice to cease violation or notice and order to correct shall begin to accrue on the first day such notice is served, and shall cease on the day the violation is stopped or abated.
ARTICLE III
Repealer
All ordinances or parts of ordinances in conflict herewith are hereby repealed.

ARTICLE IV
Severability
That if any section, subsection, sentence, clause, or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The _____________ of _____________ hereby declares that it would have passed this ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

ARTICLE V
Applicability
That nothing in this ordinance or in the CKCOG Maintenance Code, Property, Fire Safety & Building (CMC), hereby adopted, shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in Article III of this ordinance nor shall any just or legal right or remedy of any character be lost, impaired or affected by this ordinance.

ARTICLE VI
Effective Date
That this ordinance and the rules, regulations, provisions, requirements, orders, and matters established and adopted hereby shall take effect and be in full force and effect immediately upon final passage and adoption.

DULY ENACTED AND ORDAINED this __________ day of __________, 20___, by the ________________ of the ________________ of _____________, ________________ County, Pennsylvania, in lawful session duly assembled.

ATTEST: ____________________________________________
By: ____________________________________________

APPROVED this _________________ day of _________________, 20____
BY: ____________________________________________
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