



The Borough of Clifton Heights

Department of Code Enforcement & Community Development

The Code Enforcement & Community Development Office will remain closed until further notice. All inspection activity has been suspended until it is deemed safe to resume operations. The department is running with reduced staff and hours, and Borough Hall remains closed to the public.

Any questions or concerns should be addressed to John Gould, Building Code Official at jgould@cliftonheightspa.gov or by calling 610-623-3223.

Below is a list of guidelines for Code Enforcement and Community Development activities:

RENTAL INSPECTION(S) AND LICENSING:

No inspections are taking place as a matter of public health and safety. New rental properties and properties changing tenants shall notify the Building Code Official via email at jgould@cliftonheightspa.gov minimal standards will be verified via photographs and self-certification. Inspections will be required to take place in order to obtain a rental license once it is deemed safe to do so.

Rental license renewals were due March 1, 2020. Late applications and fees should be mailed to Borough Hall.

RESALE INSPECTIONS AND REAL ESTATE TRANSFER CERTIFICATES:

No inspections are taking place as a matter of public health and safety. New applications may be mailed to Borough Hall with required application fee(s). The exterior of the property will be inspected, and a check list of interior items will be provided. A conditional use and occupancy will be granted with the required application and affidavit. The property will be inspected once

it is safe to do so. Pending applications will have the exterior items re-inspected, and pictures and other documentation verifying code compliance must be sent to the Building Code Official at jgould@cliftonheightspa.gov for approval.

Zoning and Use Applications, Applications for Commercial Use and Occupancy, Applications for Subdivision and Land Development will not be accepted until the office is reopened.

BUILDING, PLUMBING, HVAC, MECHANICAL PERMIT APPLICATIONS:

Under Governor Wolf's order closing non-life sustaining businesses construction activities must stop until further notice.

Permits for emergency work (structural, electrical and plumbing emergencies) must be submitted to the Building Code Official at jgould@cliftonheightspa.gov applications and forms can be found here: <https://cliftonheightsboro.com/borough-forms-permits.php>

ALL PERMIT APPLICATIONS MUST BE ACCOMPANIED BY THE COMPLETED AND SIGNED "REQUEST FOR PERMIT OR INSPECTION DURING COVID-19 PANDEMIC" ALL WAIVERS AND OTHER REQUIRED DOCUMENTATION MUST BE ATTACHED.

The District Court is closed, and any pending Code Enforcement cases will be rescheduled. The code office currently cannot answer any questions relating court scheduling or status of pending cases.

Code Enforcement will continue to ensure the public health, safety, and welfare during this time. Issues of public health and safety remain a priority. Any concerns with imminent life and fire safety or public health should be reported to Code Enforcement.

ALL EMERGENCY CALLS DIAL 911

Please stay safe and practice good hygiene and social distancing. We look forward moving past this difficult time and continuing the progress in Clifton Heights Borough.

Yours in Public Safety,

John Gould, BCO

Chief Code Enforcement Officer Director of Community Development

