



## HOUSING INSPECTION FEE SCHEDULE

### 1. Certificate of Occupancy:

A fee of Ten Dollars (\$10.00) per structure will be charged for a full certificate if the building is found to be in full compliance. The certificate will be good for two (2) years for a dwelling.

### 2. Fees for Inspection:

Single family or Duplex: Thirty-five Dollars (\$35.00).

Three to five units: Forty-five Dollars (\$45.00) Per building – Five Dollars (\$5.00) per unit.

Six to ten units: Seventy Dollars (\$70.00) per building – Three Dollars (\$3.00) per unit over five (5) units.

Eleven or more units: Eighty-five Dollars (\$85.00) per building – Two Dollars (\$2.00) per unit over ten (10) units.

NOTE: Fees paid for initial – final inspection only.

### 3. Additional Inspection Fees:

Failure to register rental property in the required time frame will be assessed a \$50.00 fee.

Call back re-inspections will be Twenty-five Dollars (\$25.00) per inspection.

“Broken” scheduled inspections will be Seventeen and 50/100 Dollars (\$25.00) per appointment.

Non-normal hours of inspection will be Thirty Five Dollars (\$35.00) plus the normal fee for up to two (2) units, Forty Five Dollars (\$45.00) plus the normal fee for three to five (3 – 5), Seventy Dollars (\$70.00) plus the normal fee for six to ten (6 – 10) units and Eighty Five Dollars (\$85.00) plus the normal fee for eleven (11) or more units per building, plus unit fee.

Renewal inspections will be the same as the original inspection.

Note: A call back inspection fee will be charged for all re-inspections. The fee must be paid prior to inspection date.

Broken appointments are defined as situations where the owner or agent fails to notify the Property Maintenance Inspection Department at least one (1) working day in advance of the scheduled appointment that he/she will be unable to keep the appointment and fails to reschedule another appointment. Non-normal hours inspections are inspections, which are scheduled by the owner or agent for time and days outside the normal work week of the Property Maintenance Inspection Department.