

CITY OF JOHNSTOWN, PENNSYLVANIA

ORDINANCE NO.

Bill No. 3 of 2007

By: City Manager

Introduced in Council
March 28, 2007

AN ORDINANCE REQUIRING EVERY OWNER OF A RESIDENTIAL OR COMMERCIAL PROPERTY TO REGISTER SUCH PROPERTY WITH THE CITY CODES DEPARTMENT.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED, by the City Council of the City of Johnstown, Pennsylvania, and it is hereby enacted and ordained by the authority of the same as follows:

SECTION 1. Every owner of a Residential or Commercial property shall register such property with the Codes Department of the City of Johnstown on or before June 30²⁰⁰⁷ utilizing such form as provided by the City, and thereafter file a Property Registration Form within sixty (60) calendar days reporting any changes occurring in such ownership.

SECTION 2 Property registration is required for the following:

- a. Each property owner who purchased the property after December 31 of 1996.
- b. Each property owner who purchased property before 1997 but has had a change in the person residing in the property.
- c. Failure to register as required above shall be fined in accordance with the following:

For the initial registration period of April 12, 2007 until June 30, 2007 there will be no fee. After the intial registration period the penalties shall be as follows:

First 60 days:	No Fee
60 days to 90 days late:	\$25.00 per unit
90 days to 120 days:	\$50.00 per unit
121 days to 365	\$100.00 per unit
Over one year	\$100.00 per unit/per year

SECTION 3. All residential or commercial rental units will be inspected when the following occurs:

- a. A request from the landlord.
- b. A request from the tenant.

In either case both parties will be notified in advance of the inspection.

SECTION 4. Such inspection shall consist of the following:

- a. Heat according to established standards.
- b. Water service according to established standards.
- c. All electric and gas appliances installed according to code.
- d. All electrical outlets and switches must be covered and safe.

SECTION 5. All inspections must be done by appointment, within a reasonable time period. The inspection fee is \$25.00 and is to be paid by the requesting party. All re-inspections are \$25.00.

SECTION 6. All outstanding bills for water, sewer and waste collection that are more than thirty (30) days delinquent shall be paid in full prior to the Issuance of Registration Certificate, unless individual is on a payment plan.

SECTION 7. Landlords of registered properties will be notified of code violations, delinquent sewer, water and garbage accounts if the information is provided by the landlord and kept current, including name, address and phone number.

SECTION 8. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

**CITY OF JOHNSTOWN
PROPERTY REGISTRATION
DATA SHEET**

PLEASE PRINT LEGIBLY OR TYPE.

(Sections II and III are only to be completed for rental units)

SECTION I.

Owner or Landlord Name: _____

Home Address: _____

City, State & Zip Code: _____

Phone Number: _____

IF MANAGER IS RESPONSIBLE PLEASE COMPLETE SECTION II.

SECTION II. (If applicable)

Manager's Name: _____

Manager's Address: _____

City, State & Zip Code: _____

Phone Number: _____ **Cell Number** _____

SECTION III.

Tenant Name: _____

Rental Property Address: _____

Number of Units: _____

Date of Ownership: _____

The information supplied above is being given in compliance with City Ordinance No.5002. I also understand that my failure to remain in compliance with this ordinance can subject me to fines outlined within. I reserve the right to contact the City at any time during normal business hours to verify my tenant's accounts.

Owner's Signature _____

Date _____

Contact Person: e-mail or fax # _____