

NOTE: This is a summary of the Rental Housing Permit suspension procedures and is not intended to be a complete representation of the rental housing permit suspension process. Persons interested in the entire ordinance that has the permit suspension information may find it on the Borough's website at www.statecollegepa.us and then click on Borough Codes and next click on Table of Contents and lastly onto Chapter IV – Building and Rental Codes, Part L – Property . Questions regarding the ordinance may be directed to the State College Department of Ordinance Enforcement & Public Health by calling 814-234-7191 or by emailing healthdept@statecollegepa.us.

July 2009 – Permit Suspension Handout



State College Borough International Property Maintenance Code/2006

Rental Housing Permit Suspension Process

- Purpose is to identify and resolve neighborhood nuisance problems arising from repeated violations of laws/ordinances

Outline of Permit Suspension Requirements and Process

- All rental properties including fraternities must have a 'person-in-charge'
- 'Person-in-charge' must live within 25 air miles of State College and other than the property owner, must be at least 25 years old
- The Code Office shall be notified of any changes to the 'person-in-charge' and ownership
- 'Person-in-charge' is responsible for notifying property owner of violations, complying with applicable occupancy limits, notifying tenants of local ordinances and the appropriate Borough agency to contact if there are unresolved problems
- Violations at a property are tracked for a 12 month period
- Each violation that occurs is assigned a point value from 1 to 3

- When 5 or more points accumulate, a notice of violation is sent to the property owner
 - A correction plan is requested in the notice
 - The property owner also has the option to request an informal meeting with the Assistant Manager
 - When 10 or more points accumulate, a permit suspension notice is sent and the permit suspension process is initiated
 - Appeal of Suspension Notice
 - Submit in writing within 15 days of notice
 - First level: Borough Manager
 - Second level: Rental Housing Revocation Board
 - Final level: Court of Common Pleas
 - Defense – eviction of culpable tenants
 - Violations resulting from property owner/manager/tenant requests for assistance will NOT count against the property
 - First suspension – 6 months
 - Second and subsequent suspensions – 1 year
 - Permit suspension commences on 1st day following expiration of current lease(s) provided lease isn't longer than 1 year
 - If lease is longer or there is no lease, then permit suspension begins on the 1st day following the annual permit renewal date
 - If more points accumulate at a property during a suspension, the suspension may be extended for up to an additional year
 - Maximum number of points that can accumulate against a property in a 24 hour period is 3
- Violations assigned One Point
 - Refuse
 - Grass/weed
 - Failure to remove snow/ice from walks
 - Property Maintenance Code
 - Dog
 - Violations assigned Two Points
 - Disorderly conduct including noise
 - Alcohol (other than furnishing to a minor)
 - Drugs
 - Simple assault
 - Harassment
 - Fire Prevention Code
 - Occupancy limits (Zoning)
 - Open lewdness
 - Indecent exposure
 - Student Home restriction (Zoning)
 - Violations assigned Three Points
 - Furnishing alcohol to a minor
 - Aggravated assault
 - Statutory sexual assault
 - Involuntary deviate sexual intercourse
 - Sexual assault
 - Rape
 - Aggravated indecent assault
 - Possession with intent to deliver controlled substances or look-a-like substances