

# Monthly Report

**TO:** Joe Hartzell, Borough Secretary  
**FROM:** David Buskirk, International Code Consultants  
**DATE:** 7/5/15  
**RE:** Hours for June 2015

**For the Month of June 2015, I worked a total of 47 hours which included the following:**

**To follow will be a list of the up to date Occupancy permits that have been issued.**

- Met with Louise concerning the citations to be issued, follow up inspections and Code Enforcement Duties in the borough.
- Received and returned phone calls to schedule inspections and answer questions regarding inspections.
- Checked various properties for property maintenance complaints.
- Prepared and delivered citations to Magistrate's office.
- Inspected and issued occupancy permits for 215-F Caldwell for a rental property.
- Inspected and issued occupancy permits for 510 Glenn for a rental property.
- Inspected and issued occupancy permit for 632 Middle for a rental property.
- Inspected and issued occupancy permit for 420 Middle for a rental property.
- Inspected and issued occupancy permit for 107 Westinghouse for a rental property.
- Inspected and issued occupancy permits for 207 Marguerite for a rental property.
- Inspected and issued occupancy permit for 608 Airbrake for a resale. ✓
- Inspected and issued occupancy permit for 318 Middle apt 2B for rental property.
- Inspected and issued occupancy permit for 526 Westinghouse for a rental property.
- Inspected and issued occupancy permit for 412 Welsh Ave for a resale.
- Issued Demolition permit for 223 3<sup>rd</sup> Street aka Maple.
- Issued a roofing permit for 18 Morningside.
- Inspected and issued a **Temporary** occupancy permit for 349 Marguerite for a resale.
- Inspected and issued occupancy permit for 610 Brown St for a rental property.
- Inspected and issued occupancy permit for 59 Sprague St for a rental property.
- Inspected and issued occupancy permit for 627 Lydia St - Front for a rental property.
- Issued **Temporary** occupancy permits for 119 State St apartments A, B, C and D.

- Issued **Temporary** occupancy permit for 127 State St apartments A and B.
- Inspected and issued occupancy permit for 105 Laurel Square for a rental property.
- Inspected and issued occupancy permit for 317 Welsh for a resale.
- Visited and did a walk-through of 501 Westinghouse Ave at the request of the Borough. The building is being used as a repair garage and towing business. I was told this is zoned residential. It's obvious this has never been used as a dwelling. The current occupant has applied for a C/O. I will have to review Borough records and see what the history of the property is. I was also told the current occupant has been parking cars on another property, not in control of this occupant. He was not aware of that and I informed him that, if this is the case, it's a private property issue between him and the other property owner. I will follow up after talking to Louise about any history of the property. This could be a continuation of a legal non-conforming use if there had not been a period of time that the property was vacant. I will check on that also.