



RENTAL HOUSING CERTIFICATION 2025 FEE SCHEDULE

REGISTRATION (one-time fee per ownership of property)

SINGLE FAMILY HOUSES & ATTACHED CONDOMINIUMS	\$80
DUPLEX 2-FAMILY STRUCTURE	\$110 (\$80 if owner also occupies a unit)
MULTIFAMILY BUILDINGS	\$135 PER BUILDING
CHANGE OF OWNERSHIP OR AGENT	\$35 PER BUILDING

INSPECTIONS (biennial cycle)

Single Family House	\$135
Two-Family Duplex Structure - Exterior Bldg & Grounds	\$75 (may be prorated if owner also occupies a unit)
Two-Family Duplex Structure - Interior per Dwelling Unit	\$75
Multifamily - Building Exterior & Grounds	\$140 each Building
Multifamily - Dwelling Unit	\$80 each apartment
Multifamily - Accessory Facilities (mechanical/laundry/etc.)	\$80 each facility
Re-Inspections (all)	\$65 each re-inspection to verify compliance
Furnace/Boiler Certification by Licensed Mechanical Contractor	Licensed Contractor Fee at Owner's Expense

MISCELLANEOUS FEES

Late Cancellation <72 hrs notice	\$25 *(one per cycle at no cost)
Appointment No Show/Lock Out	Equal to scheduled inspection fee
Administrative Records Check	\$25 to verify receipt/process required documents
Property Posting	\$55 per structure
Tenant Complaint Response/Inspection	\$80 Billed to Tenant if No Code Violation Verified
Tenant Complaint Re-Inspection	\$80 Billed to Owner if Code Violation Verified
Failure to Register Penalty	\$140 per Structure + required inspection fees
Administrative Inspection Warrant	\$300 Per Premises + required inspection fees

INSPECTION FEES MUST BE PAID IN FULL PRIOR TO THE INSPECTION DATE

PAYMENTS MAY BE MADE:

- CASH, CHECK, OR CREDIT CARD IN PERSON AT TOWNSHIP HALL (Mon-Fri 8:00 am to 4:00 pm)
 - 3% user fee charged by vendor for credit card transactions
- CHECK SENT (with application) BY U.S.P.S.