

## Village of Riverview Application for Housing Inspection

Property Address \_\_\_\_\_

Property Owner's Name \_\_\_\_\_

Address of Owner or Agent \_\_\_\_\_

Telephone \_\_\_\_\_

Home \_\_\_\_\_

Work \_\_\_\_\_

Cell \_\_\_\_\_

Property is: \_\_\_\_\_  
For Sale

\_\_\_\_\_   
For Rent

Is property vacant? Yes \_\_\_\_\_

No \_\_\_\_\_

**Notice: Inspection fee must be paid before an inspection will be made. Inspections are made by appointment only with at least 24 hours advance notice. Utilities must be on at the time of inspection. If a reinspection is necessary, you must call when ready.**

- Codes of Compliance are valid for 6 months.
- Notices of non-compliance expire upon termination of time given for repairs.
- Once an inspection has expired, a new housing inspection must be filled out and the fee paid again.

**PM- 112.8 of the Property Maintenance Code: Misrepresentation Prohibited.** It shall be unlawful for any person, firm, or corporation to advertise that a Certificate of Compliance has been issued for any premises for which such a Certificate has not been issued by the Code official; or to advertise that a property may be occupied by a number of persons in excess of that permitted by the most recent Certificate of Compliance issued for that property or to knowingly make a false statement in an application for an Occupancy Permit or any amendment.

**Inspection Fees:**

Inspection and (1) re-inspection.....\$40

Each subsequent re-inspection.....\$20

**IF PROPERTY IS OCCUPIED PRIOR TO OBTAINING A CERTIFICATE OF COMPLIANCE AN ADDITIONAL CHARGE OF \$50 WILL BE APPLIED. THIS CHARGE MUST BE PAID IN FULL BEFORE A CERTIFICATE OF COMPLIANCE WILL BE ISSUED.**

**Upon issuance of a Certificate of Compliance, new occupants must obtain an occupancy permit.**

**Applicant's Signature** \_\_\_\_\_

Fee Paid \_\_\_\_\_ Date \_\_\_\_\_ Receipt No. \_\_\_\_\_ Enforcement Official \_\_\_\_\_

Additional Fee Applied? \_\_\_\_\_  
Yes \_\_\_\_\_ No \_\_\_\_\_

Date Additional Fee Paid \_\_\_\_\_ Receipt No. \_\_\_\_\_ Initials \_\_\_\_\_

Notice of Non-Compliance Issued \_\_\_\_\_

Notice of Compliance Issued \_\_\_\_\_