

**CHAPTER 11**

**HOUSING**

**PART 1**

**LANDLORDS TO FILE REPORTS**

- §11-101. Reporting Required**
- §11-102. Place of Reporting; Form**
- §11-103. Requirements for Corporation and Partnerships**
- §11-104. Reports by Persons Becoming Landlords After the Effective Date of This Part**
- §11-105. Violations and Penalties**



**PART 1**

**LANDLORDS TO FILE REPORTS**

**§11-101. Reporting Required.**

1. All owners of property leased, or offered for lease, for residential occupancy in the Borough of Philipsburg shall annually report the name and mailing address of all tenants of such property. Every owner of such leased units shall be required further to submit a statement of the number of rental units he or she owns within the Borough of Philipsburg. Such statement shall contain information regarding all rental units, whether or not each unit actually is occupied at the time. Such reporting shall occur by January 31 of each year.
2. As tenants change, from time to time during the course of the year, the owner of such leased property shall report such change within 30 days of each occurrence, regardless of the frequency of the occurrences.

(Ord. 967, 7/8/1996, §1; as amended by Ord. 1027, 12/13/2004, §1)

**§11-102. Place of Reporting; Form.**

1. The reporting required by this Part shall be made to the Borough Secretary at the Borough office in the Borough Municipal Building or any other designated place.
2. The Borough shall provide forms to be used for the registration of tenants of leased properties within the boundaries of the Borough of Philipsburg.

(Ord. 967, 7/8/1996)

**§11-103. Requirements for Corporations and Partnerships.**

When the owner of real estate, subject to the provisions of this Part, is a corporation or a partnership, the said organization shall designate, in writing, an authorized officer or agent, who shall be required to make the reports mandated herein. The said officer or agent shall have full authority to act on behalf of the said organization.

(Ord. 967, 7/8/1996)

**§11-104. Reports by Person Becoming Landlords After the Effective Date of This Part.**

Any person who becomes a landlord of any parcel of real estate or any improvement on real estate or building located in Philipsburg Borough by agreement of sale, by deed or

## HOUSING

by other means shall within 30 days thereafter, report to the Borough Secretary the information and data set forth in §11-101 above.

(Ord. 967, 7/8/1996)

### **§11-105. Violations and Penalties.**

Any person, firm or corporation who shall violate any provisions of this Part shall, upon conviction thereof, be sentenced to pay a fine of not more than \$600 plus costs and, in default of payment of said fine and costs, to a term of imprisonment not to exceed 30 days. Each day that a violation of this Part continues or each Section which shall be found to have been violated shall constitute a separate offense.

(Ord. 967, 7/8/1996; as amended by A.O.

## **CHAPTER 12**

### **LIBRARIES**

Holt Memorial Library  
9 West Pine Street  
Philipsburg, PA 16866  
(814) 342-1987

