COMMUNITY DEVELOPMENT

Rental Permit & Inspection
Application

DATE RECEIVED

PERMIT NUMBER

Property Address	Property Owner's Name
Property Owner's Address	Primary Telephone
City / State / Zip Code	Email
Tenant #1	Primary Telephone
Tenant #2	Primary Telephone
Tenant #3	Primary Telephone
Move-In Date	

Power Company:	Is the Power Currently On? ☐ Yes ☐ No
Name on Account:	Account Number:
Does the Property Have Gas? ☐ Yes ☐ No	Is the Gas Currently On? ☐ Yes ☐ No
Name on Account:	Account Number:

Common Phone Numbers

Community Development Office	601-824-4580
Entergy	800-368-3749
Southern Pine Electric Power Association	601-824-1470
Center Point Gas	601-936-0222
Brandon Water Department	601-824-4579

Applicant must initial each of the following upon reading:

_____Following inspection all repair items on the inspector's report must be completed by the property owner. Once repairs are made the owner or tenant must call 601-824-4580 to schedule a re-inspection. If the re-inspection fails, a $25 fee will be charged for all subsequent inspections.

_____Inspection must be scheduled at time of application.

_____It is the tenant's responsibility to contact all utility providers to apply for new service.

_____Failure of property owner to comply with this procedure within 15 days of initial inspection can result in prosecution in City Court.

Permit Holder's Signature: _____ **Date:** _____

Revised: 07/18/2017

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Additional Information

Code References

All inspections are performed based on the following codes:

- 2012 International Property Maintenance Code
- Brandon Code of Ordinances, Section 18-1

Common Inspection Issues:

- Address numbers on the home must be plainly legible and visible from the street or road fronting the property.
- Smoke alarms must be installed and maintained in each of the following locations:
  - On the ceiling or wall outside of each separate sleeping area.
  - In each room used for sleeping purposes
  - In each storing within the dwelling until except for crawl spaces and uninhabitable attics.
- All surfaces must be free of holes, damaged or loose material which would let in rain, moisture, insects or animals.
- The exterior trim must be free of holes, breaks and loose or damaged construction material.
- Glass windowpanes must be free of open cracks or holes.
- Locks on all doors leading to the exterior of the building must be readily openable from the inside.
- Electrical panels must be labeled.
- The fence and gates must be in good repair and any repairs or replacements must be made with compatible materials.

Common Code Violations:

- Vehicles must be parked on a driveway. Parking on the grass and street is prohibited.
- Inoperable vehicles must be parked or stored within a completely enclosed structure.
- Grass and weeds must not exceed more than 12 inches in height.
- Solid waste must not be placed in front of your residence or next to the street prior to 24 hours before your scheduled trash pick-up; trash should not be allowed to be blown or scattered about by the wind.
- Outdoor items must be stored within a fully enclosed structure or screened from view of the adjacent neighbors and streets.