

## PLYMOUTH TOWNSHIP

### Curb and Sidewalk Inspection Procedures

#### For Commercial or Residential Properties

1. The existing property owner submits a completed "Application for Certificate of Adequacy" along with a \$25.00 fee to the Township.
2. The Township will inspect the property within three (3) weeks of the receipt of a completed application. All curb and sidewalks will be inspected for compliance with the "Guidelines for Curb and Sidewalk Replacement." The Township will verify that the house numbers are in accordance with Plymouth Township Code Section 5-70, and that there are no violations or permits outstanding.
3. After completion of the inspection:
  - a. If the curb and sidewalk are in compliance with the "Guidelines for Curb and Sidewalk Replacement," the house number is compliant, and there are no violations or permits outstanding, and the sewer lateral is in compliance, the Township will issue a "Certificate of Adequacy."
  - b. If the property does not have curb and/or sidewalk, and the house number is in compliance, and there aren't any outstanding violations or permits on the property, and the sewer lateral is in compliance, a "Certificate of Adequacy" will be issued.
  - c. If the curb and/or sidewalk are not in compliance with the "Guidelines for Curb and Sidewalk Replacement," or if the house number is not in compliance or if there are any outstanding violations or permits on the property, an e-mail will be sent to the owner or the owner's agent, outlining the defects to be corrected. The property owner will be required, when applicable, to apply for a Township Permit prior to making curb and/or sidewalk repairs or sewer lateral repairs.
4. The property owner must notify the Township upon completion of the repairs. The Township will re-inspect the property. If repairs are adequate a "Certificate of Adequacy" will be issued.

For Condominium units and common Interest Properties, a completed "Property Disclosure Statement" must be submitted with the "Application for Certificate of Adequacy".