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May 13, 2020

### **RE: Inspections of Rental Properties**

The City of Pascagoula will resume inspections of rental properties on May 18, 2020. These inspections were suspended on or about March 19, 2020 due to the concerns of COVID 19. As the State of Mississippi and the City of Pascagoula are reopening, we feel these inspections can safely resume with certain precautions. This rental inspect process has been in place since October 2018, and you should be familiar with the requirements, as listed below:

1. Contact the Building Department to schedule an inspection at 228.938.6620 prior to permitting a new tenant to 'move into' a unit. The Planning Department works with Singing River Electric Power Association, Mississippi Power and other utility providers to coordinate the release of services to new customers.
2. All rental units are required to be inspected prior to a change in tenancy. An inspection fee of \$50 is required for this inspection. At present, only cash and checks are accepted forms of payment.
3. Temporary arrangements can be permitted with a transfer electrical service to landlord and then to tenant with only one inspection (prior to occupancy or release to tenant). This allows the landlord to clean and make necessary repairs to the rental unit prior to occupancy.
4. Due to Social Distancing requirements, it is important inspections of units are done prior to release and occupancy by the tenant. If inspectors arrive and the rental unit is occupied, the unit will may be failed or charged additional fees.
5. Inspections are to assure the property meets minimum safety requirements related to fire, electrical, structural, etc. and that the unit is in a sanitary condition. Units may require repairs or cleaning prior to release for occupancy.

If you have any questions related to this letter, feel free to contact me at 228.938.6620.

Sincerely,

Donovan Scruggs, AICP