



# UPPER FREDERICK TOWNSHIP

P.O. Box 597, Frederick, PA 19435

TOWNSHIP BUILDING

[www.upperfrederick.com](http://www.upperfrederick.com)

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## APPLICATION FOR USE & OCCUPANCY PERMIT FOR EXISTING STRUCTURES PER ORDINANCE #2020-01

APPLICATION FEE: \$100.00 Pass or Fail (Re-Inspection fee: \$75.00) – Residential: Re-sale, Change of Use, Change in Tenant

INSPECTION: Please submit application and fees to the township before scheduling an appointment for inspection, schedule with LTL Consultants at 610-987-9290.

New Property Owner \_\_\_\_\_

Address of Property Re-Sale \_\_\_\_\_

Block \_\_\_\_\_ Unit \_\_\_\_\_ Lot \_\_\_\_\_ (Information will be filled in by Township Office)

Contact Person \_\_\_\_\_ Phone \_\_\_\_\_

Date Property to be Acquired By New Owner/Tenant \_\_\_\_\_

Is this use for New Owner or Tenant \_\_\_\_\_

Date of Anticipated Commencement of Use \_\_\_\_\_

Current Owner \_\_\_\_\_

Current Use \_\_\_\_\_

On-Lot Septic System Latest Pumping Date \_\_\_\_\_

Detail Any Hazardous Materials Used/Stored on Site \_\_\_\_\_

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### RESIDENTIAL USE:

Number Of Bedrooms \_\_\_\_\_ Bathrooms \_\_\_\_\_

Is Basement Finished for Living Space? \_\_\_\_\_

Is There an Apartment/In-Law Suite on The Property? \_\_\_\_\_

Upon your completion of this form please return to Upper Frederick Township with your check for \$100.00.

**NOTE:** This Application is non-transferable to new owner.

## Re-Sale Inspection Checklist (Residential)

### Exterior Property:

- No accumulation of rubbish or garbage
- Gutters and downspouts not connected to public sewer (no sump pump or cellar drains)
  
- Broken windows
- Interior and exterior guardrails for stairs & porches over 30 in above ground -4 in max. spacing.
- Tall grass and weeds to be maintained within 10"
- 3 inch street address numbers

### Electrical:

Ground fault circuit interrupter (GFCI) required 6 ft from water source in:

- Bathroom
- Kitchen along countertops
- Unfinished basement
- Garage
- Outside receptacle
- Swimming pool receptacle
- Exposed or dangerous electrical wiring
- Missing covers on receptacles, switches and junction boxes
- Labeling of all breakers or fuses at panel (min 100 Amps)
- Open slots at panel box (sealed or capped)
- Range- Gas: needs shut off valve. Electric: Need to have outlet at range.

### Fire protection and safety:

Smoke detectors:

- Battery type OK in existing structures
- Needed in unfinished basement
- One needed on every level
- Needed in every bedroom
- Carbon Monoxide detector near bedrooms (with fuel fired appliances only)
- Egress from all bedrooms (windows must be operational and maintain an "open" position)
- Continuous railing at all stair wells
- 2 1/2lbs BC dry powder Fire Extinguisher

### Plumbing and heating:

- Drip let on water heater relief valve (maximum 6" from floor with minimum 1" air gap from floor, rigid pipe only).
- No leaks in plumbing
- Properly functioning toilets, tub/shower units and lavatories
- Proper ventilation for dryers (must vent directly outside)
- Heater Certification (Provide copy of Inspection Report)
- Septic Pumped (Pump Slip) or Water/Sewer Certification from Tw

#### COMMENTS/NOTES:

- Accessory Structures conform to zoning and building regulations:
- Pools have 4ft fence:

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