



UPPER FREDERICK TOWNSHIP

P.O. Box 597, Frederick, PA 19435

TOWNSHIP BUILDING

www.upperfrederick.com

TELEPHONE-610-754-6436

FAX-610-754-6828

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 _____

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 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)

COMMENTS/NOTES:

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

P:\Upper Frederick\Re-Sale Inspections\Re-Sale Checklist.doc