



UPPER FREDERICK TOWNSHIP

P.O. Box 597, Frederick, PA 19435
TOWNSHIP BUILDING TELEPHONE-610-754-6436

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APPLICATION FOR RENTAL LICENSING PERMIT FOR EXISTING STRUCTURES PER ORDINANCE #2011-03

APPLICATION FEE: \$100.00 Pass or Fail (Re-Inspection fee: \$75.00) – Residential Rental Inspection and change of Tenant.

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

Property Owner _____

Address of Property _____

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

Contact Person _____ Phone _____

Date Property to be Occupied By Tenant _____

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.

Date: _____ Time: _____ Inspector: _____

Owners Name:	Mailing Address:
Phone #:	Email:
Address and Unit #:	

Approx. s.f. of Living Area:	Maximum Occupancy Load:
Dwelling Type: ___ 1 Family ___ 2 Family ___ Multi Family	Type: ___ Brick ___ Frame ___ Other:
Height in Stories: Fire Escape: ___ Yes ___ No	Comments:

	Requirements	Approved:		Comments:
1	All plumbing fixtures and piping in good condition and not leaking	Y	N	
2	Bathroom Light and Fan or operable window	Y	N	
3	Working Hot water and Water Heater relief valve extension	Y	N	
4	Egress window in each bedroom	Y	N	
5	Smoke detectors (every sleeping room, one on each floor (including attics and basements).	Y	N	
6	Carbon monoxide detectors shall be installed outside sleeping areas.	Y	N	
7	Sleeping areas are a min. of 70 s.f. for one occupant and a min. of 50 s.f. additional space for each occupant for bedrooms of two or more persons.	Y	N	
8	All habitable rooms and bathrooms have adequately functioning heat provided by properly installed heating and conveyance systems.	Y	N	
9	Dwelling has min. of 150 s.f. of floor space for the first occupant and 100 s.f. for each additional person.	Y	N	
10	Each habitable room has at least 2 separate floor or wall- type electrical outlets or 1 such outlet and 1 supplied ceiling-type electric light fixture.	Y	N	
11	Every habitable room has at least one window. All windows must function.	Y	N	
12	Stove is in good and working condition	Y	N	
13	Fire Extinguisher	Y	N	
14	GFCI Outlets (kitchen counter, bathroom, exterior and unfinished areas)	Y	N	
15	Laundry area receptacles shall be GFCI protected.	Y	N	
16	Electric panel shall be fully labled and all openings capped or sealed.	Y	N	
17	Guards and Handrails	Y	N	
18	Interior clean and sanitary	Y	N	
19	Public halls & stairways:			
	5 or more units adequately lit at all times	Y	N	
	4 or less units, dwellings have functioning, accessible switches and lighting	Y	N	
20	Safe, unobstructed exit path leading to a safe & open space at ground level	Y	N	
21	NO key-required deadbolts on doors	Y	N	
22	Exterior free of rubbish	Y	N	
23	House and unit number posted (4")	Y	N	
24	Sidewalks shall be in good repair.	Y	N	
25	No holes in exterior of the house	Y	N	
26	Adequate rubbish storage, and recycling containers provided.	Y	N	
27	Electric service line secured in good condition (no deteriorated/frayed insulation)	Y	N	
28	Service head and meter sealant present and in good condition/water tight.	Y	N	

ADDITIONAL ITEMS:

All inspections subject to the International Property Maintenance Code requirements as adopted and as further amended by the municipality. This list is to serve as general guidlines for the maintenance of rental and resale properties and is not all inclusive.

Agent/Representative :	Housing Inspector:	Results: PASS / FAIL
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