

Application Date: _____

Permit No.: _____

Residential USE & OCCUPANCY Permit

Lower Southampton Twp.

1500 Desire Ave. Feasterville, Pa 19053

Phone #: 215-357-7300 Ext. 352

E-mail: permits@lstwp.org

**THIS FORM MUST BE RETURNED BEFORE THE USE & OCCUPANCY CERTIFICATE IS ISSUED
APPLICATIONS MUST BE SUBMITTED A MINIMUM OF 30 DAYS PRIOR TO SETTLEMENT/OCCUPANCY
All information contained within this form must reflect transfer of new ownership/occupancy of premises.**

Property Address: _____

Tax Map Parcel: _____ Contact Person for Inspection: _____

Phone #: _____ E-Mail: _____

Buyer's Name: _____ Phone #: _____

Buyer's Agent: _____ Phone #: _____

Address: _____

Seller's Name: _____ Phone #: _____

Seller's Agent: _____ Phone #: _____

Address: _____

Total # of bedrooms: _____ # of parking spaces in the driveway: _____

Is property VACANT? YES or NO If yes, please provide LOCK BOX code: _____

Will you be performing any renovations? YES or NO If yes, please provide description of renovations:

PROPOSED USE (Apartment \$40.00; Single Family Dwelling \$90.00; Single Family Dwelling (*Rental Only*) \$90.00; Group Home \$90.00; Mobile Home \$45.00)

Apartment Single Family Dwelling Single Family Dwelling (*Rental Only*)

Group Home Mobile Home

SINGLE FAMILY DWELLING (*new owner information*)

Name of New Owners: _____

Name of New Tenant (rental only): _____

of Children (under 18): _____ Total # of Occupants: _____

APARTMENT (*new tenant information*)

Apartment Complex: _____ Unit #: _____

Name of New Renter(s): _____

of Children (under 18): _____ Total # of Occupants: _____

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MOBILE HOME (new owner information)

Name of Mobile Home Owner: _____ Lot #: _____

of Children (under 18): _____ Total # of Occupants: _____

GROUP HOME

Is Home Licensed by any Agency: Federal State Local

Agency Name: _____ Phone #: _____

Agency Address: _____

Contact Person: _____

of Occupants: _____ # of off street parking spaces: _____ # of cars during daily operations: _____

Description of Home: (i.e. behavioral children, substance abuse recovery, special need adults/children)

Any alterations made to property, without a township permit, which affects property line or right of way setbacks (including but not limited to; additions, garages, sheds, pools, fences, patios, etc.) **MUST** be fixed to meet compliance.

- ✓ Deed must be recorded with **Bucks County & Lower Southampton Township** promptly after settlement
- ✓ All liens filed against the property under transaction must be satisfied **PRIOR** to settlement.
- ✓ Lower Southampton Township owned (large green) **Recycling Bins MUST** remain with premises.
- ✓ Permits may be required for alterations or improvements to property, inquire with Township.

Failed Inspections:

The new property owner (grantee) may occupy premises with a temporary certificate. This new-owner/tenant is required to complete all failed items and apply for re-inspection **within twelve (12) months** from the date of failed inspection. Should the property/structure be declared **uninhabitable**, this owner or tenant will be prohibited from occupying the premises until all repairs are completed and a re-inspection has occurred.

Applicants Signature _____

Date _____

Signature verifies applicant has applied for a visual inspection of the above property / dwelling and agrees to comply with the Residential Use & Occupancy guidelines and all of the above requirements. There are no guarantees or warranties, neither express nor implied by this inspection. It is recommended that the buyer hire their own licensed inspector for structural analysis and/or further building code analysis.

LOWER SOUTHAMPTON TOWNSHIP USE ONLY

APPROVED

or

DENIED

Building Code Official Signature: _____ **Date:** _____

Special Stipulations and/or Conditions:

Date of Final Inspection PASSED: _____ **(Attach Inspection Report)**

USE & OCCUPANCY GUIDELINES

- ⊙ **BUILDING ENVELOPE** including out-buildings must be in good condition. The envelope consists of all exterior siding, doors, roofing and windows.
- ⊙ **EXHAUST VENTILATION** (*window or fan*) must be in any bathroom which has a shower or tub (including but not limited to whirlpool, hot tub, etc.)
- ⊙ **EXTERIOR WOOD DECKS** must be in good condition (no rotting wood, railings tight). All decks higher than 30" above grade must have code compliant railings at the perimeter and at the stairs.
- ⊙ **GFIC ELECTRICAL OUTLETS** must be within 6 feet of any interior or exterior water source (including but not limited to; washing machines, laundry tubs, kitchen sinks, bar areas, sump pumps, pools, hot tubs etc.)
- ⊙ **GUTTERS & DOWNSPOUTS** plus roof drains must be clear of debris and operable for proper collection and discharge of rainwater.
- ⊙ **HANDRAILS & GUARDRAILS**, interior and exterior must be tight and secure.
- ⊙ **HEATERS, BOILERS and/or FURNACES** must be clear of any combustible items. (including but not limited to paint cans, boxes, laundry, etc.)
- ⊙ **HOUSE ADDRESS NUMBERS** must be visible on all properties. House address numbers can be affixed to both sides of the mailbox *and/or* to the home itself. Numbers need to be 4 inches or larger.
- ⊙ **PERIMETER FENCING** must be in good and safe condition.
- ⊙ **RECYCLE BINS** (*large green*) are the property of Lower Southampton Township and must remain on the premises. Any residential property missing this bin will be assessed a replacement fee of **\$200.00**.
- ⊙ **SEWER LATERAL** inspection certificate is recommended.
- ⊙ **SIDEWALKS & WALKWAYS** must be passable and should not have large cracks or tripping hazards. Any change in edges or segments of the walk should not exceed ¼ inch.
- ⊙ **SMOKE DETECTORS** must be working properly and located on each floor or level of the home including basement and one in each bedroom.
- ⊙ **SUMP PUMPS** must discharge to the exterior, into the yard and not directly into any sewer systems. Any sump pumps not being used must be filled with stone and sealed with concrete.
- ⊙ **SWIMMING POOLS** must have a fenced enclosure with self-closing & self-latching gates.
- ⊙ **WINDOWS** must be in good operating condition and not broken or cracked.
- ⊙ **TREES & GRASS** must be trimmed and **the yard** must be free of debris.
- ⊙ **OPEN trenches, holes, etc. of any kind** cannot be open and must be filled and closed

Properties being sold "**AS IS**" must be inspected and may be granted a temporary occupancy or access certificate for settlement. The property grantee will then have up to 12 months to complete all repairs.