

**Londonderry Township Zoning Office**  
**103 Daleville Road**  
**Cochranville, PA 19330**  
**Zoning Office: 610-857-1285 Fax: 610-869-5525**

UOC- \_\_\_\_\_  
 Date Received: \_\_\_\_\_

**APPLICATION - RESIDENTIAL RESALE/RENTAL USE & OCCUPANCY CERTIFICATE**

All information **MUST** be filled out completely. U/O Fee - \$75.00

**Property Address to be inspected:** \_\_\_\_\_ **Unit:** \_\_\_\_\_

**Current Use of Property:** \_\_\_\_\_ **Zoning District:** \_\_\_\_\_

**Number of Existing Dwelling Units:** \_\_\_\_\_ **Settlement Date:** \_\_\_\_\_

**Current Tenant:** \_\_\_\_\_

Address: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Home/Cell Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**Current Property Owner:** \_\_\_\_\_

Address: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Home/Cell Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**Prospective Property Owner:** \_\_\_\_\_

Address: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Home/Cell Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**Prospective Buyer/Tenant:** \_\_\_\_\_

Address: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Home/Cell Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**Realtor:** \_\_\_\_\_

Address: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Home/Cell Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

In accordance with Ordinances No. 01-2017 and No.02-2017 as Amended, we hereby apply for a Resale/Rental Certificate of Use & Occupancy for the above referenced property.

The Applicant is responsible for scheduling the inspection with the Township. The Code Enforcement Department **MUST** have at least five days (5) notice prior to the inspection date. Inspection appointments will only be made after payment is received.

\_\_\_\_\_  
 Signature

Trash Certification Attached		
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

\_\_\_\_\_  
 Title (Owner, Buyer, Realtor)

FOR INTERNAL USE ONLY				
Inspection Date:		Time:	AM	PM

## **CHECKLIST FOR RESIDENTIAL RESALE/RENTAL INSPECTIONS**

In order to expedite the issuance of your Certificate of Compliance, please take the time to review the following items prior to inspection: *This list is provided as a courtesy, it is not all inclusive.*

1. Address (house numbers) must be visible from the street; numbers should be at least 4" high. If your mailbox is located on your side of the street you may have the numbers on both sides of the mailbox; or the number can be mounted directly onto the side of the house facing that street.
2. Did you install a pool, utility shed, accessory building or structure, an addition, or finish your basement? If so, and you did not obtain a permit prior to the installation, you will be required to come to the Township Building and apply for one.
3. Smoke detectors are to be installed on each level of the house, including one in each sleeping room (also outside of each separate sleeping area in the immediate vicinity of the sleeping rooms) including the basement. In basements with doors at the top of the stairs, the detector should be installed at the bottom of the stairs. In all cases, avoid mounting the detector within one (1) foot of the wall if mounting on the ceiling.
4. **Sump/Condensate pumps cannot be connected to the sewer line.** Pumps must discharge underground in a drywell or ground surface to the front or rear of your house. Sump Pumps shall not discharge into the street.
5. All electrical switches, outlets and junction boxes must have covers on them. All electric fixtures must be mounted. Any spliced wires must be placed in a junction box; no splices may be left exposed, all wiring must be mounted securely. Outside air conditioning units must have cutoff switches next to the unit. Service cables to your house meter, if frayed, must be replaced. All kitchens, counter top surfaces, bathrooms, laundry areas, and outside outlets, including the garage or any outlet within six (6) feet of water **MUST** be GFCI outlets.
6. For electric, gas or oil fired water heaters and furnaces that heat water for baseboard or radiator heat, and blow down tube must be attached to the pressure and temperature relief valve to extend with six (6) inches of the floor.
7. All plumbing is visually checked to make sure there are no leaks.
8. Stairways inside or out with four or more risers require foot guards on both sides and a handrail on at least one side, for the entire length of the stairway. Any porch, balcony or raised floor surfaces more than thirty (30) inches above the floor or grade shall have guards.
9. Any sidewalk or curb should be free of hazards. Any slabs that are raised in relation to one adjoining them may have to be replaced.
10. If you have an attached garage, the door between the garage and the house must be a solid wood door 1 3/8" **thick (panel doors do not meet this requirement)**, metal door, or hollow wooden door with galvanized plate of at least 26 gauge attached to it on the garage side, the entire length and width of the door, or a twenty (20) minute fire rated door. Doors with windows are not acceptable. Any garage wall adjoining the house, must be dry walled with at least 1/2" drywall taped and spackled, and all penetrations sealed. Any garage ceiling under living space must be done the same way using 5/8" drywall. If these are plastered, this is sufficient.
11. Replace any broken windows in the home and garage.
12. Check the exterior of the property and make sure that it is watertight. (no loose roofing shingles, siding, soffits, trim boards)
13. Visual inspection of all walls, floors, ceilings and doors to make sure there are no holes.
14. Double cylinder (uses a key on the outside and inside) locks are not permitted on doors. Flip latches permit faster egress in case of an emergency, without a search for keys.
15. Check your clothes dryer hose. Plastic hoses must be replaced with a metal or flexible aluminum hose. Discharge must be vented to the outside of the house.
16. All residential resale applications for a Mobile Home must include a tax certification from the Chester County Tax office.

17. All doors with direct access to the pool through that wall shall be equipped with a "Pool Door Alarm", which produces an audible warning when the door and its screen, if present, are opened. The alarm shall sound continuously for a minimum of 30 seconds immediately after the door is opened and be capable of being heard throughout the house during normal household activities. The alarm shall automatically reset under all conditions. The alarm system shall be equipped with a manual means, such as touchpad or switch, to temporarily deactivate the alarm for a single opening. Such deactivation shall last for not more than 15 seconds. The deactivation switch(es) shall be located at least 54 inches (1372 mm) above the threshold of the door.
18. Pedestrian access gates shall open outward away from the pool and shall be self-closing and have a self-latching device.
19. Where an above ground pool structure is used as a barrier or where the barrier is mounted on top of the pool structure, and the means of access is a ladder of steps, then:
  - a. The ladder or steps shall be capable of being secured, locked or removed to prevent access.
20. All bathrooms that do not have windows and have exhaust fans for ventilation; those exhaust fans must be vented directly to the outside.

Contact the Township Code and Zoning Department, regarding Resale Inspections at (610) 857-1285.

**Additional items may be noted at the inspection time, as required by the PA Uniform Construction Code. These items will be listed by the inspector.**

**Notice of Required Responsibility for Property Maintenance.**

The person or body responsible for the sale property (homeowner, agent, financial institution, property management company, etc.) must maintain the dwelling and its grounds according to the UCC Property Maintenance Code, including regular grass cutting and garden maintenance.