



**Schwenksville Borough**  
 140 Main Street  
 Schwenksville, PA 19473  
 Phone: 610-287-7442  
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 www.schwenksville-pa.org

# Rental Inspection Application

## Certificate of Occupancy

*For use when there is a change in rental occupancy*

<b>***TO BE COMPLETED BY THE PROPERTY OWNER</b> <b>[Land Lord]***</b>		
Property Address & Unit #:	Date of Tennant Occupancy:	
Current Owner(s):		
Owner(s) Mailing Address		
Phone:	Cell:	E-mail:
Contact Person/Agent if other than owner:		
Owner's Agent's Mailing Address:		
Agent Phone:	Agent Cell:	Agent E-mail:
E-mail Certificate to:		
<b>RESIDENTIAL RENTALS – Please Complete the following for Change in Residential Occupancy</b>		
Name of New Tennant(s):		
Number of Bedrooms (total):	No. of Off-Street Parking Spaces provided to this rental unit:	
Signature of Applicant(s):		Date:
<b>Non-Residential Leases/Sub-leases – Please Complete the following for Commercial or Non-residential spaces: <i>Note – Zoning Use Permit is required to be obtained by new business owners/occupants.</i></b>		
Previous Use:	Proposed Use:	
No. of Parking Space for this Use:	Total No. of Employees on site:	
Tennant’s Business/Org. Name	Business Owner’s Name:	
Tenant’s Phone:	Tennant’s Cell:	Tennant’s E-mail:
<b>***TO BE COMPLETED BY THE BOROUGH***</b>		
Parcel Number:	Lot Size:	Zoning District:
<b>Known Variances, Special Exception, or Conditional Use Approvals Applicable to the Property:</b>		
Other Comments:		
Certification of Zoning Officer:		Date:

SCHWENKSVILLE BOROUGH ORDINANCE NO. 383, Adopted April 14, 2016 Re-Adopting the IPMC 2006 Property Maintenance Code with Amendments includes the following requirements: **SECTION 801. Residential Dwelling Unit Rental Requirements**. Upon said building or dwelling unit becoming vacant, no residential dwelling or dwelling unit or non-residential space shall be occupied, in whole or in part, until the issuance of a Use & Occupancy Certificate by the Building Code Official. **The following minimum requirements must be met before a certificate shall be issued:**

**Residential**

- Decks, pools and other accessory structures conform to zoning regulations and building codes.
- Cellar drains or sump pumps are not connected to a public sewer
- Roof drains are not connected to a public sewer.
- A working smoke detector has been installed on each floor level and in every sleeping room and outside of sleeping rooms. Hardwired smoke detectors must be maintained.
- A CO detector has been installed in the vicinity of sleeping rooms.
- A fire extinguisher equipped with a hose and nozzle and a 5 pound ABC dry powder rating has been supplied for the kitchen.
- An existing acceptable 60 ampere service, or a minimum of 100 ampere three-wire electric service, has been installed for the dwelling.
- All kitchens, bathrooms, powder rooms and laundry rooms, or any outlets within six feet of water source, have been supplied with a ground fault receptacle
- Plumbing meets sanitary conditions and safety
- All gas ranges are supplied with shutoff valves installed behind the range.
- All electrical ranges must have an outlet installed at the rear of the range.
- Proper Dryer Ventilation is in accordance with 403.5 of this Code.
- No mold or mold-like substances were suspected or observed by the BCO upon inspection.
- Buildings have approved address numbers in accordance with section 304.3 of this code as amended.
- Handrails for steps are accordance with Section 304.12 and compliant with the Building Code.
- Sidewalks satisfy **Section 302.3.2 of this Code**.
- Retaining Walls accessible to public areas satisfy Section 302.7.
- The property is in clean and sanitary condition.
- If applicable a certificate of inspection has been provided by a Borough authorized heat and oil burner service dealer for the heating unit.
- All solid fuel burning appliances and the chimney/vent have been cleaned and inspected by a Borough authorized chimney sweep or service dealer of the heating unit.
- Violations **are noted** for the above referenced Codes & Ordinances; the owner must correct the violations before occupancy certificate will be issued. Failure to abate said violations shall be subject to the penalties set forth in § 106 of the 2006 IPMC.

