



2501 Stanbridge Street
East Norriton, PA 19401

610-275-2800 tel
610-277-1879 fax

www.eastnorritontwp.org

East Norriton Township Use and Occupancy Permit Application

I. LOCATION	
Address	

II. APPLICANT	
Name	Relationship to owner
Address	Phone #
City, State, Zip	Email (or Fax #)

III. BUYER / TENANT	
Name	Address
Phone #	City, State, Zip

IV. SELLER / LESSOR	
Name	Address
Phone #	City, State, Zip

V. RESIDENTIAL INFORMATION	
<p><i>A list of items frequently found deficient during residential resale inspections is provided on the back of this form. The sewer lateral shall be inspected and televised at the owner's expense to determine the condition of the sewer lateral as part of the resale inspection. Deficiencies noted during the inspections must be repaired before a Use and Occupancy Permit will be issued.</i></p>	
Indicate proposed use of building or land:	
Will the property or structure be owner-occupied?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will the property or structure be leased or rented?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will the property or structure be used as a group home?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will any hazardous materials be stored or used at this location?	<input type="checkbox"/> Yes <input type="checkbox"/> No
*** Anticipated Settlement Date: _____ ***	

VI. NON-RESIDENTIAL INFORMATION	
<p><i>Indicate the specific purpose for which building or land is to be designed, arranged, intended or for which it is or may be occupied or maintained:</i></p>	
What services will be provided:	
Number of employees:	Hours of Operation:
Interior/Exterior Renovations:	
What is the total floor area (if available include floor plan)	sq. ft

Applicant Signature: _____ Date: ____ / ____ / ____

VI. PERMIT FEE & REVIEW	
Change in the Use & Occupancy Classification:	Occupancy Load:
Permit Fee:	Approved:
Fire Marshall Inspection Fee (Non-Residential Only):	





EAST NORRITON TOWNSHIP

Fire/Code Department

250 I Stanbridge Street. East Norriton, PA 19401-1616 U.S.A.
610-275-2800 Fax: 610-277-1879
info@eastnorritontwp.org www.eastnorritontwp.org

CHECKLIST FOR RESIDENTIAL RESALE U&O CERTIFICATE OF COMPLIANCE

Though this list is not exhaustive, it does reflect the majority of typical items inspected.

Exterior Conditions:

1. Address shall be visible from the street; numbers should be at least 4" tall and of contrasting color.
2. Exterior components of the structure shall be maintained in good repair and weather tight. Detached garages, walls and fences shall be maintained and in good repair.
3. Steps or stairways with four or more risers require guards (36" in height) with less than 4" openings on both sides and a handrail on at least one side, for the entire length of the stairway. Any porch, deck, balcony or raised surface more than thirty (30) inches above grade shall have guards. All barriers shall be secure.
4. Electrical service cables shall be maintained in good order. Deteriorated or frayed service conductors shall be replaced.
5. Air conditioning condensers shall have a disconnect switch located in the proximity of the unit.
6. Outside receptacles shall be GFCI protected.
7. Exterior electrical devices shall be maintained in good order. Boxes covered, wiring and fixtures securely mounted, and no open splices.
8. Sidewalks shall be free of hazards. Any sections that are raised ½" or more in relation to adjacent sections, or blocks shall be replaced. Curbs shall not be missing pieces or crumbling.
9. No trees over street (minimum 18 feet) or sidewalk (minimum eight feet) or shrubs encroach sidewalk or grass along curb line.
10. A four-foot-high fence per code around swimming pool with/self-closing and latching gate.

Interior Conditions:

1. Double cylinder locks (uses a key on the outside and inside) are prohibited on doors.
2. Smoke Detectors shall be required in each sleeping room and on each floor level, including basements.
3. Carbon Monoxide Detectors shall be installed outside of each sleeping area and in the immediate vicinity of the bedrooms.
4. Receptacles at the following locations require GFCI Protection:
 - a. Kitchen Countertops
 - b. Bathrooms
 - c. Un-Finished Basement
 - d. Outside Receptacles
 - e. Any receptacle within six feet of a water source (i.e., laundry, utility or wet bar sink)

5. Lights, switches and receptacles shall be operating. All electrical switches, outlets and junction boxes shall have covers. All wiring and fixtures shall be securely mounted. All spliced wires shall be in junction boxes.
6. Kitchen ranges shall have an anti-tilt device in place.
7. Kitchens shall have a 2A10BC size fire extinguisher.
8. Bathrooms shall have an operable window or an exhaust fan vented directly to the outside.
9. Clothes dryer exhaust shall be metal duct and shall be vented directly to the outside. Plastic dryer exhaust vents are prohibited.
10. Floors, walls, ceilings, and doors shall be maintained in good repair and be free of any holes or damage.
11. Windows shall be operable, glass intact, no breaks or cracks.
12. Steps or stairways with four or more risers require guards (36" in height) with less than 4" openings on both sides and a handrail on at least on side, for the entire length of the stairway. Any balcony or raised surface more than thirty (30) inches above finish floor shall have guards. All barriers shall be secure.
13. Plumbing shall be maintained in good condition and shall be free of breaks or leaks.
14. Electric, gas, or oil-fired water heaters and boilers require a blow off tube connected to the relief valve. The tube shall extend to within 4-6 inches of the floor and shall not diminish in size.
15. Electrical service panel shall have a cover. All circuit breaker slots shall be labeled and covered and knock outs filled.
16. Sump pump/down spout connection to a sanitary sewer is prohibited.
17. A fire door (1 3/8-inches thick solid wood or Type B) and frame are required leading to house from garage.
18. Garage walls and ceilings adjoining living space (horizontal or vertical) require a one-hour fire rating.
19. Underside of basement stairs must be fire protected with ½-inch drywall.
20. A shut-off valve on all gas units (stove, water heater, heater, fire logs, etc.).
21. Inspection Certificate for on-site septic systems requires third-party inspector.
22. Sewer lateral in acceptable condition and requires 3rd Party Sewer Lateral Inspection report from a Licensed Plumber to be completed.
23. Heater inspection certificate for all gas/oil fired units within 45 days of settlement stating that the unit is in safe working order.

Additional items may be noted at the time of inspection, as required by The PA Uniform Construction Code and the East Norriton Township Property Maintenance Code.

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 township Property Maintenance Code, including regular grass cutting and garden maintenance.

Failure to do so will result in East Norriton Township arranging maintenance and placing a lien against the property for all expenses accrued, and/or taking legal action against the responsible parties.



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East Norriton Township 3rd Party Sewer Lateral Inspection

I. LOCATION	
Address	
1.	
II. PROPERTY OWNER	
Name	Address
Phone #	City, State, Zip
III. MASTER PLUMBER	
PA Contractor Registration #:	
Name	Address
Phone #	City, State, Zip

The sanitary sewer lateral at the above property was inspected and televised for its entire length from the building envelope up to and including its connection to the public sewer main with the following results:

- No defects were noted – **PASSED**

 Cleaning required for inspection - **PENDING**
 (MUD/DEBRIS/SOLIDS IN LATERAL)
- Repairs required by the homeowner – **FAILED (Check category of failure and Circle specific defect)**

_____ Cracked Pipe/Broken Pipe/Offset Joint(s) at _____
 (location/footage)

_____ Root Intrusion/Groundwater Infiltration at _____
 (location/footage)

_____ Unable to Televiser - Could Not Get Through Trap
 _____ To House
 _____ To Street

I, the undersigned hereby verify the statements made in the foregoing report are true and correct to the best of my knowledge and belief. I further understand that false statements are subject to the penalties of 18 Pa. C.S. Section 4904, relating to unsworn falsification to authorities.

Plumber's Signature: _____ Date: / / _____

A copy of this report must be submitted to the Code Enforcement Department prior to a Use and Occupancy Certificate being issued.

IV. APPROVAL	
Code Enforcement Officer:	Date:

SEWER LATERAL