

Lower Alsace Township

1200 Carsonia Avenue
Reading PA 19606
Phone (610) 779-6400
Fax (610) 370-0797



Code Enforcement Department

Certificate No. _____

Application For USE & OCCUPANCY Certificate

effective 11/27/2017

PART A: To Be Completed By Owner/Applicant

Name of Property Owner:		Address:	
Phone No:			
Name of Prospective Buyer:		Address:	
Phone No:			
Contact Person:		Property Location:	
Phone No:			
Phone No:		Rental: Y N	Rental License Number:
Tax Assessmet PIN:		Settlement Date:	Date requestd for inspection:
Lot Area:	Zoning District	Title Co:	
Realtor:	Phone No:	Fax No:	
Phone No:			

STATEMENT BY APPLICANT:

I hereby certify that I am the PROPERTY OWNER/AGENT of PROPERTY OWNER and that I am authorized to make this application. Further, I/we agree to adhere to all applicable Lower Alsace Township and Regulations.

Signature of Applicant: _____ Date: _____

Signature of Property Owner/Agent: _____ Date: _____

Payment for these inspections must be submitted **in advance** of the scheduled inspection date, **please** make sure your realtor or title settlement agent is aware of this requirement and the below fees in advance of your scheduled settlement date.

30 days or more before scheduled settlement:

Single family dwelling - \$82.50 Multiple Family Dwelling \$55.00 per unit Commercial Structure - \$ 110.00 Re-inspection \$55.00

5 to 29 days before scheduled settlement:

Single family dwelling - \$165.00 Multiple Family Dwelling \$110.00 per unit Commercial Structure - \$ 220.00 Re-inspection \$55.00

Less than 5 days before scheduled settlement:

Single family dwelling - \$247.00 Multiple Family Dwelling \$165.00 per unit Commercial Structure - \$ 330.00 Re-inspection \$55.00

Use and Occupancy Permit \$ _____

re-inspection: \$ _____

TOTAL DUE: \$ _____

Check No. _____

Date Paid: _____

Approval/Denial:

[] Application Approved

Code Enforcement Officer's Signature: _____

LOWER ALSACE TOWNSHIP Application For USE & OCCUPANCY - Violation Report

Property Location:

Application Denied for the following: () additional permits will be required by the Township

Any and all violations, as determined by the Township Code Enforcement Officer, that affect the habitability or occupancy of the property being inspected shall be corrected prior to the issuance of a Use and Occupancy Permit for such property. Other violations not affecting the fitness of the property for habitability or occupancy shall be corrected within the time period as agreed upon and signed below. **If the new owner fails to complete the violations before the final date, they could be subject to additional inspection fees, fines and penalties as per the terms of Ordinance Lower Alsace Township Ordinance No. 214 adopted August 1, 2011 and amended by Ordinance No. 229 adopted May 22, 2013:**

Violations and Penalties. Any person, firm or corporation who or which shall violate any provisions of this Ordinance shall, upon conviction thereof, be sentenced to pay not more than \$600.00, and costs of prosecution, provided that each day's violation shall constitute a separate offense and notice to the offender shall not be necessary in order to constitute an offense.

I agree to bring the property into compliance with the above noted items:

Phone:

Completion of repairs and follow up inspection shall be scheduled for:

Date:

Time:

Approved for re-inspection date - Code Enforcement Officer's Signature