



BOROUGH OF BANGOR

197 Pennsylvania Avenue, Bangor, PA 18013

Phone: 610-588-2216 • Fax: 610-588-6468

<http://bangorborough.org>

RESALE CERTIFICATE OF OCCUPANCY PERMIT APPLICATION

Residential Commercial

DATE: _____

Property Address: _____

Current Use of Property: _____

Seller's Name/s: _____

Buyer's Name/s: _____

Buyer's Address (if different than property address): _____

To occupy or use for following:

_____ Single family dwelling

_____ Multi-family dwelling

_____ Non-Residential

_____ Other (please specify) _____

Is property going to be used as a rental? **Yes** **No**

Settlement Date: _____

Seller's Agent's Name: _____

Agent's Address: _____

Agent's Phone #: _____ and Cell#: _____

E-mail Contact: _____

Additional Information: _____

Application is hereby made to the Borough of Bangor for approval to use and occupy the aforementioned location. I agree to comply with all of the Ordinances and Codes of the Borough and the Commonwealth of Pennsylvania. The applicant is responsible for paying the permit fee and scheduling the inspections with the Borough. Rental units are required to be registered with the Borough, additional requirements apply where applicable.

Signature of Applicant: _____ Date: _____

Borough of Bangor Resale Certificate of Occupancy Checklist

This list is representative of common items/issues that are addressed during an inspection; however, each property and inspection is unique. Due to the uniqueness of each inspection not every item can be listed in this checklist. The inspector will be enforcing the Ordinances of the Borough and all Chapters of the adopted International Property Maintenance Code.

Application Complete: (Yes / No) Permit Fee: _____ Form of Payment (Cash / Check)

Date of Inspection _____ Owner/Representative Present _____

Address of property to be inspected _____

General Inspection Checklist

Doors/Windows: Pass Fail _____

Doors and windows must be in good repair and in working condition.

Interior Stairs/Rail: Pass Fail _____

Stairs shall have "graspable" handrails if serving 4 or more risers, for non-residential a handrail shall be provided on both sides when 1 or more risers exist.

Ceilings/Floors: Pass Fail _____

All interior surfaces shall be maintained in good, clean and sanitary condition. Peeling, chipping, flaking or abraded paint shall be repaired, removed or covered.

Sanitary Toilets/Sinks: Pass Fail _____

Plumbing fixtures and drains must be in working condition, no leaks.

Smoke Detectors: Pass Fail _____

Smoke detectors are required in each sleeping room and hallway. Provide at least one smoke detector for each floor level.

Carbon Monoxide Detector: Pass Fail _____

Carbon Monoxide detectors are required outside of sleeping room in common hallway.

Clothes Dryer Vented: Pass Fail _____

Dryers shall have metal UL listed non-combustible exhaust ducts and be vented to exterior.

Locking Devices on Doors: Pass Fail _____

Doors with deadbolts shall have the "thumb latch" style control.

GFI Receptacles: Pass Fail _____

GFCI receptacles required if within 6ft of bathroom sink and along kitchen countertops.

Sump Pump: Pass Fail _____

Sump Pumps shall not discharge into the sanitary sewer.

House number: Pass Fail _____

The house number shall be visible from the street and shall be Arabic type numerals or letters. Numbers shall be a minimum of 4 inches high.

Exterior Structure: Pass Fail _____

The exterior of a structure shall be maintained in good repair, structurally sound and sanitary.

Exterior Stairs/Handrails: Pass Fail _____

Stairs shall have "graspable" handrails if serving 4 or more risers, for non-residential a handrail shall be provided on both sides when 1 or more risers exist.

Gutters & Downspouts: Pass Fail _____

Roof drains, gutters and downspouts shall be maintained in good repair. Roof water shall not be discharged directly on to a neighboring property.

Curbs, Sidewalks, & Driveway: Pass Fail _____

Curbs, sidewalks, and driveways shall be in good repair, free from cracks and voids.

Weeds & Overgrowth: Pass Fail _____

Property shall be maintained free of trash, weeds and overgrowth.

Garage/Outbuildings: Pass Fail _____

All accessory structures, including detached garages, fences and walls, shall be maintained structurally sound and in good repair.

Trash/Debris/Combustibles: Pass Fail _____

All exterior property and premises shall be free from any accumulation of trash or debris.

Plumbing: Pass Fail _____

All plumbing fixtures shall be properly installed and maintained in working order; a backsiphonage device or double check valve is required to be installed on the system.

Water System: Pass Fail _____

Every plumbing fixture shall be properly connected to a water system and shall be supplied with hot and cold running water; for water heaters a pressure relief valve and relief valve discharge pipe shall be properly installed and maintained.

Electrical Facilities: Pass Fail _____

All electrical equipment, wiring and appliances shall be properly installed and maintained in a safe and approved manner.

Passed Inspection YES NO

Re-inspection Required YES NO

Borough Official: _____

Signature: _____