

TOWAMENCIN TOWNSHIP  
1090 Troxel Rd, Lansdale, PA 19446  
Phone: 215-368-7602 Fax: 215-368-7650  
[permits@towamencin.org](mailto:permits@towamencin.org)

**NEW CONSTRUCTION RESIDENTIAL  
CERTIFICATE OF OCCUPANCY APPLICATION**  
Certificate of Occupancy must be dated within 30 days of settlement  
Please call to set up your inspection 24 hrs in advance

<b>PROPERTY TO BE INSPECTED:</b> _____	<b>ZONING DISTRICT:</b> _____
CITY: _____	ZIP CODE: _____

APPLICANT NAME (Seller, Agent, Buyer): \_\_\_\_\_ E-Mail: \_\_\_\_\_

APPLICANT ADDRESS: \_\_\_\_\_

APPLICANT PHONE NUMBER: \_\_\_\_\_

PRESENT OWNER: \_\_\_\_\_

NEW OWNER: \_\_\_\_\_

IS THE NEW OWNER OF THIS PROPERTY GOING TO RESIDE THERE? Yes \_\_\_\_\_ No \_\_\_\_\_

IF "NO", PLEASE GIVE CORRECT MAILING ADDRESS OF NEW OWNER: \_\_\_\_\_

\_\_\_\_\_

IF PROPERTY IS TO BE USED AS A RENTAL UNIT, GIVE NAME OF OCCUPANT/TENANT: \_\_\_\_\_

SEWER: Public \_\_\_\_\_ Private \_\_\_\_\_ (See Item 22)      WATER: Public \_\_\_\_\_ Private \_\_\_\_\_ (See Item 21)

SECURITY/ALARM SYSTEM: Yes \_\_\_\_\_ No \_\_\_\_\_

ENGINEERED ROOF TRUSS SYSTEM: Yes \_\_\_\_\_ No \_\_\_\_\_      ENGINEERED FLOOR TRUSS OR TGI BEAM: Yes \_\_\_\_\_ No \_\_\_\_\_

BASEMENT: Not Finished \_\_\_\_\_ Finished with Egress \_\_\_\_\_ Finished without Egress \_\_\_\_\_

RESIDENTIAL SPRINKLER SYSTEM: Yes \_\_\_\_\_ No \_\_\_\_\_      Shed \_\_\_\_\_ Pool \_\_\_\_\_ Detached Garage \_\_\_\_\_

**SETTLEMENT DATE:** \_\_\_\_\_ **TITLE CO:** \_\_\_\_\_

**FEE TO BE SUBMITTED WITH APPLICATION:**      **\$90.00**      **Ck #** \_\_\_\_\_

**\*\*NOTE: AN ADDITIONAL FEE OF \$30.00 MAY BE CHARGED FOR RE-INSPECTIONS**

USE OF OCCUPANCY OF A PROPERTY WITHOUT A CERTIFICATE OF OCCUPANCY CONSTITUTES VIOLATION OF TOWAMENCIN TOWNSHIP ORDINANCE NO. 87-9, AS LAST AMENDED, AND MAY RESULT IN PROSECUTION.

\_\_\_\_\_  
SIGNATURE OF APPLICANT  
**\*\*Applicant – Please read and SIGN page 2\*\***

## INSPECTIONS

Validity of a Certificate of Occupancy is contingent upon compliance with all Towamencin Twp. Ordinances. Property owner is responsible for this compliance.

**RESIDENTIAL INSPECTIONS:** A township official will inspect each property relative to compliance with **but not limited to the following list of items;** additional items based on the current municipal code may be noted at time of inspection. Residential properties with either private water or private sewer must contact the Towamencin Township Code Enforcement Dept. for special instructions.

1. [ ] PROPERTY USE IS IN ACCORDANCE WITH ZONING.
2. [ ] HOUSE NUMBERS VISIBLE FROM THE STREET
3. [ ] FUNCTIONING SMOKE DETECTOR IN A CENTRAL LOCATION AT EACH LEVEL, INCLUDING BASEMENT. SYSTEM AND TYPE OF SMOKE DETECTOR INSTALLED WHEN STRUCTURE WAS BUILT MUST BE MAINTAINED. WHERE A SECURITY SYSTEM ALSO MONITORS THE SMOKE DETECTORS, PLEASE CALL THE FIRE MARSHAL'S OFFICE FOR SPECIAL INSTRUCTIONS.
4. [ ] FUNCTIONING SINKS AND TOILETS.
5. [ ] FUNCTIONING GARBAGE DISPOSAL, IF APPLICABLE.
6. [ ] WORKING FANS IN NON-VENTILATED BATHROOMS. (BATHROOMS WITH NO OPERATING WINDOWS.)
7. [ ] HANDRAILS AND/OR GUARDRAILS AT ALL STAIRWAYS (INCLUDING FINISHED BASEMENTS AREAS).
8. [ ] NO UNFILLED OPENINGS IN ELECTRIC CIRCUIT BREAKER BOX (MUST BE BREAKERS OR BLANKS).
9. [ ] NO VISIBLE OPENINGS IN WALL BOARD, PEELING, FLAKING PAINT OR BARE NON-PAINTED SURFACES.
10. [ ] NO VISIBLE OPENINGS IN EXTERIOR, WHICH ALLOW WEATHER TO BREACH THE INTERIOR.
11. [ ] NO VISIBLE EXPOSED/UNCAPPED ELECTRIC WIRES OR UNCOVERED RECEPTACLES.
12. [ ] PRESSURE RELIEF VALVE ON HOT WATER HEATERS MUST HAVE A DROP PIPE 6" FROM THE FINISHED FLOOR.
13. [ ] SUMP PUMP DISCHARGES TO EXTERIOR OF BUILDING. **(NOT INTO SANITARY SEWER PIPE)**
14. [ ] THE ONLY DOOR BETWEEN GARAGE AND LIVING SPACE. MUST BE FIRE RATED (NO SCREEN/STORM DOOR)
15. [ ] GUARD RAIL REQUIRED AT ALL BALCONIES/DECKS ABOVE 30" FROM FINISHED GRADE OR FLOOR.
16. [ ] POOL FENCING MUST BE IN ACCORDANCE WITH TOWNSHIP POOL FENCE ORDINANCE. GATES MUST BE SELF CLOSING AND SELF-LATCHING. HOUSE DOORS DIRECTLY TO THE POOL AREA MUST HAVE AUDIBLE ALARMS. THE AUDIBLE ALARM SHALL BE LISTED IN ACCORDANCE WITH UL 2017. AS PER APPENDIX G OF THE INTERNATIONAL BUILDING CODE 2006.
17. [ ] SANITARY SEWER VENT – FOR ALL SANITARY SEWER CONNECTIONS TO THE PUBLIC SEWER SYSTEM, THE YARD VENT FROM THE WASTE WATER PIPE, MUST BE ABOVE GRADE AND CAPPED. NOTHING MAY COVER THE VENT INCLUDING LANDSCAPING OR MULCH.
18. [ ] DOWN SPOUTS – ALL DOWN SPOUTS MUST BE DISCHARGING TO OR INTO THE GROUND, THE STREET, OR BE DIRECTLY CONNECTED TO THE STORM WATER SYSTEM. **(NOT INTO SANITARY SEWER PIPES)**
- 19. [ ] ALL WALKS, SIDEWALKS, MUST BE FREE OF ALL TRIPPING HAZARDS.**
20. [ ] RESIDENTIAL SPRINKLER SYSTEM MUST BE INSPECTED & CERTIFIED BY A COMPETENT SPRINKLER COMPANY. A COPY OF THE INSPECTION AND CERTIFICATION ARE REQUIRED.
21. [ ] PRIVATE WATER/WELL WATER NEEDS TO BE TESTED. COPY OF TEST CERTIFICATION REQUIRED
22. [ ] PRIVATE SEWER – DATE OF LAST PUMP OUT, DATE OF LAST INSPECTION REQUIRED
23. [ ] CHIMNEYS REQUIRE INSPECTION & CERTIFICATION EVERY 2 YEARS
24. [ ] FIREPLACE INSERTS REQUIRE INSPECTION & CERTIFICATION EVERY 2 YEARS
25. [ ] ALL DRYERS MUST BE VENTED TO THE OUTSIDE
26. [ ] GFCI OUTLETS ARE REQUIRED IN ALL BATHROOMS AND COUNTER TOP SURFACES IN THE KITCHEN
27. [ ] NO EXCESSIVE MOLD
28. [ ] **APPLICANT/HOME OWNER MUST CALL TOWNSHIP TO SCHEDULE INSPECTION 24 HOURS IN ADVANCE.**

I HAVE READ THE ABOVE INFORMATION REGARDING INSPECTIONS:

\_\_\_\_\_  
SIGNATURE OF APPLICANT