



# NEW BRITAIN TOWNSHIP

207 Park Avenue • Chalfont, PA 18914 • Telephone: (215) 822-1391

## USE & OCCUPANCY CERTIFICATE APPLICATION

The undersigned hereby requests that the Township of New Britain schedule and conduct a visual inspection of the premises located at \_\_\_\_\_ also known as TMP # 26-\_\_\_\_\_, as a prerequisite to the issuance of a new or renewed Use and Occupancy Certificate by the Township. The undersigned hereby acknowledges that this is a request for a visual inspection only, that New Britain Township does not certify nor guarantee the builders or sellers compliance with any building or other construction codes, and that the Use or Occupancy of the premises prior to the issuance of a valid Use and Occupancy Certificate by New Britain Township is prohibited. Further, the undersigned acknowledges and agrees to permit access both inside and outside of the premises and that a responsible adult over the age of 18 will be present during the inspection.

The undersigned hereby states that he/she is the property owner, or agent authorized to make this request, is aware of the scope\* of the inspection to be performed by the township, that the premises is now ready for said inspection, and acknowledges that the township may impose an additional charge of \$\_\_\_\_\_, per re-inspection, should it be required.

The undersigned hereby affirms that he/she is not aware of any outstanding zoning or building code violations on the premises, nor other safety related impediments to the issuance of the Use and Occupancy Certificate now being requested.

The undersigned acknowledges that in the event of sale, or re-sale of the premises, that the owner(s) and/or potential purchaser(s) of the premises may proceed to closing or settlement for the premises prior to issuance of a new Use and Occupancy Certificate, however, it is understood that use or occupancy of said premises without such certificate is illegal. Per the Pennsylvania Uniform Construction Code as adopted, new residential and commercial Use and Occupancy Certificates will be issued within five business days following the final occupancy inspection.

### **CALL TO SCHEDULE INSPECTION AT LEAST 2 WEEKS PRIOR TO SETTLEMENT**

Acknowledged and agreed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Applicant's Name (please print): \_\_\_\_\_ Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

Name of Seller/Owner(s): \_\_\_\_\_ Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Name of Buyer/Leasee(s): \_\_\_\_\_ Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Inspection Type:      Residential                      Commercial      Settlement Date: \_\_\_\_\_

For Residential Inspections: The scope of the inspection includes but is not limited to the items described in the Occupancy Inspection Checklist (Attached).

## OFFICE USE ONLY

Application Received: Time: \_\_\_\_\_ Date: \_\_\_\_\_ Permit # \_\_\_\_\_

Inspection Fee Received: \$ \_\_\_\_\_, Check # \_\_\_\_\_ Cash: \_\_\_\_\_ Receipt # \_\_\_\_\_

Township Representative: \_\_\_\_\_



Township Of New Britain

Fire Marshal's Office

Fire Safety Inspection Report/Violation Notice

Facility Name/Occupant: \_\_\_\_\_

Facility ADDRESS: \_\_\_\_\_

C V N/A MEANS OF EGRESS

- Proper number of exits available
Exit access and exit doors unobstructed
Exit doors unlocked with proper hardware
Exit signs located properly and illuminated
Emergency lighting sufficient and operating
Improper exits marked "Not an Exit"
Fire doors closed with working self-closures
Stairs and corridors unobstructed and clear of storage
Fire safety/evacuation plans/employee training program & records

C V N/A FIRE PROTECTION AND DETECTION SYSTEMS

- Fire lanes properly marked and unobstructed
FDC properly marked and unobstructed
Sprinkler valve room doors labeled
PIVs, OS & Y and other valves open and locked or monitored
Sprinkler system annual service tag in place
Main drain, inspector's test valve and components labeled
All water and air gauges showing proper pressure readings
All sprinkler heads clean with no storage within 18" of ceiling
Fire pump testing records available
Standpipe systems in good condition and unobstructed

- Commercial hood annual service tag in place
Filters, fusible links and nozzles clean
Manual pull station located properly and accessible
Clean agent suppression system semi-annual service tag
Abort switch marked and accessible

- Residential smoke detectors inside sleeping area & on each level
Heat/smoke detectors located properly, clean and functioning
Pull stations & horn/strobes located properly
Alarm system annual testing records available

- Fire extinguishers properly mounted and marked
Proper agent/rating for hazard protected
Fire extinguisher annual service tag in place

C V N/A General Precautions Against Fire

- Inside storage orderly and at least 2' below ceiling
Fire rating of boiler/furnace and mechanical rooms maintained
No storage of combustibles in mechanical/furnace/boiler rooms
Boiler/furnace/mechanical/electrical room doors labeled
Boiler and HWH relief valves piped to floor
No penetrations of interior walls/ceilings or rated assemblies
Interior free of combustible storage/waste
Proper use and placement of interior decorations and furnishings

C V N/A Electrical/Mechanical/Plumbing

- Elevator inspection certificate current
Storage at least 36" from electrical equipment
No openings within circuit breaker box
Cover plates on switches/receptacles/junction boxes
GFCI protection in kitchens, bathrooms and hazardous locations
No improper wiring or connections
Receptacles and extension cords not overloaded
Electric motors clean with proper clearances
Minimum functional plumbing facilities provided
Appliances & heating equipment installed/functioning properly
Approved clothes dryer vent to exterior

C V N/A Hazardous Materials

- Hazardous processes in compliance with the Fire Code
Hazardous materials in appropriate containers & stored properly
Spill control provided
MSDS available on site
Propane grills not on decks/balconies or within 10' of combustibles

C V N/A Health and Safety

- Proper occupancy loading
Street number visible with 6" numbers
Name on rear doors of multi-occupancy facilities
Handrails and guardrails at stairs, balconies, decks, etc
Building structurally sound and weather tight
Driveways and sidewalks maintained and hazard free
Light and ventilation in all habitable spaces
Lighting in common halls and stairs
Window or mechanical ventilation in all bathrooms
Egress windows operate freely and stay open
Property free of junk or disassembled vehicles/equipment
Property free of high grass/weeds, trash, rubbish and debris
Pool water clean and proper fence/barrier and gate in place

C V N/A Miscellaneous

- Knox Box installed
Occupancy load posted in all assembly areas
Trash dumpster too close to building
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Notes/Comments

Multiple horizontal lines for handwritten notes and comments.

Inspection Date: \_\_\_\_\_ Re-inspection on/or after: \_\_\_\_\_

Inspector: \_\_\_\_\_

Notice received By: \_\_\_\_\_

C-COMPLIANCE V-VIOLATION N/A-NON-APPLICABLE