

Phone (570) 829-3439  
Extension 4141

Fax (570) 208-2642  
zoning@plainsborough.org

**TOWNSHIP OF PLAINS**  
ZONING/CODE ENFORCEMENT OFFICE  
126 North Main Street  
Plains, PA 18705

**SALE OF PROPERTY ZONING COMPLIANCE APPLICATION #**

**CLOSING:** \_\_\_\_\_

**\*\*Residential units - Smoke detectors are required in every bedroom AND on every floor (including basement). Railings must be present on all stairways with four or more steps. \*\* PER UNIT COST: Residential \$65.00 Commercial \$175.00**

**A. LOCATION, OWNERSHIP AND PRESENT USE OF PROPERTY:**

1. Address \_\_\_\_\_

2. **Current** Owner Information: Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

3. **NEW Owner** Information: Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

4. Present Use of Structure Residential or Commercial No. of housing units (if applicable) \_\_\_\_\_

5. Present Use of Land: Circle: Residential or Commercial. 6. Will the Use of the Building/Land change? YES NO

6A. If YES indicate proposed use \_\_\_\_\_ 7. Zoning District \_\_\_\_\_

Property Maintenance checklist attached, signed and completed Yes \_\_\_\_\_ NO \_\_\_\_\_

The undersigned verifies that all statements on this application are true & correct. The undersigned further states that he understands any false statements made herein are subject to the penalties of 18 PA S.C. Section 4904, relating to unsworn falsification to authorities.

**IF UNIT FAILS INSPECTION ADDITIONAL PER UNIT FEE: \$65.00 RESIDENTIAL - \$175.00 COMMERCIAL**

3. Applicant's Signature: X \_\_\_\_\_

**C. DATES ACTION TAKEN:**

1. Approved Yes  No  BY: \_\_\_\_\_ Date \_\_\_\_\_

-----  
2ND Inspection Date: \_\_\_\_\_ Passed: Yes  No  3<sup>RD</sup> Inspection Date: \_\_\_\_\_ Passed: Yes  No

**PLEASE COMPLETE CONTACT INFORMATION –BEFORE SUBMITTING APPLICATION.**

**Pre-Inspection Checklist (2 pages) must be completed prior to inspection. If subsequent inspections are required, a fee of \$65.00 residential unit or \$175.00 commercial unit will be charged.**

ADDRESS: \_\_\_\_\_ Checklist Completed By: \_\_\_\_\_

The inspection is a minimum property maintenance inspection made exclusively for the use of the municipality in determining the premises' compliance with the Plains Township Zoning Ordinance. This permit confirms that the use of the property is in compliance with the zoning district. The inspection is limited to observations readily visible without moving or removing any item. Confined spaces, such as crawl spaces or attics are not inspected. Furnishings are not moved. Concealed, internal or hidden damage or defects will not be observed.

The operation of the heating, air conditioning and water heater systems are not checked. It is the owner's responsibility to ensure they are in safe, operable condition. The overall condition of the roof and roofing materials are not inspected, except as visible from the exterior at ground level. This list shows commonly found violations. It is NOT intended to be a comprehensive list of all code violations that could occur. Those items underlined below are the most common items requiring correction.....If you have questions about a specific situation, please call 570-829-3439 ext. 4141.

## **PRE-INSPECTION CHECKLIST**

### **Fire Safety -**

YES \_\_\_ NO \_\_\_ **Is there a working smoke detector in EACH bedroom (or other room used for sleeping if applicable), in the hallway(s) outside of the bedrooms and on each level, including the basement? (704.2)**

YES \_\_\_ NO \_\_\_ Hot water heater and furnace clear (at least 3 feet away) of boxes, flammable materials? (603.3)

YES \_\_\_ NO \_\_\_ Are all exits free from obstruction inside and outside (debris, shrubbery etc.)? (702)

YES \_\_\_ NO \_\_\_ Is there a hood over the stove? (Does not need vent to exterior)

YES \_\_\_ NO \_\_\_ Carbon Monoxide Detector in vicinity of sleeping quarters

### **Doors & Windows –**

YES \_\_\_ NO \_\_\_ Do all exterior doors open and close easily? Are they weather tight? (304.13, 304.15)

YES \_\_\_ NO \_\_\_ Doors lock and unlock from the inside without a key or special knowledge? (304.18.1& 702.3)

YES \_\_\_ NO \_\_\_ Windows open and stay open? (304.13.2)

YES \_\_\_ NO \_\_\_ Windows close and lock? Are they weather tight? (304.13.1, 304.18.2)

YES \_\_\_ NO \_\_\_ Any broken or cracked windows?

YES \_\_\_ NO \_\_\_ Screens in place and free from tears? (304.14)

### **Walls, Ceilings and Floor –**

YES \_\_\_ NO \_\_\_ Walls, window sills and ceilings: clean and free from peeling paint or wallpaper? (305.3)2

YES \_\_\_ NO \_\_\_ Are the floors structurally sound? (305.4)

YES \_\_\_ NO \_\_\_ Is the flooring (carpet, vinyl, wood, etc.) clean and in good condition, i.e. thresholds in place, no rips or other tripping hazards, no missing tiles? (305.4)

YES \_\_\_ NO \_\_\_ Are there proper globes/diffusers/covers on all light fixtures? (605.1)

YES \_\_\_ NO \_\_\_ Are there light fixtures in all halls, stairways, laundry rooms and furnace rooms? (605.3)

YES \_\_\_ NO \_\_\_ **Does EVERY set of stairs with more than four steps have a graspable handrail on at least one side? This includes stairs to a basement or attic and exterior stairs. (307.1)**

YES \_\_\_ NO \_\_\_ Are handrails and other railings firmly attached with no loose or missing spindles? (305.5)

### **Heating, Plumbing & Electrical-**

YES \_\_\_ NO \_\_\_ Is the Service a Federal Pacific Electric Service?

YES \_\_\_ NO \_\_\_ **Does the Hot Water Heater have a discharge tube terminating between 2 & 6" from floor?**

YES \_\_\_ NO \_\_\_ GFCI on all receptacles within six feet of a water source, in the garage, on the exterior?

YES \_\_\_ NO \_\_\_ Covers on all junction boxes, receptacles and switches?

YES \_\_\_ NO \_\_\_ Is all fuel burning equipment in good repair and safe condition, properly installed and connected to chimneys or vents? (verified by owner, not inspector)

YES \_\_\_ NO \_\_\_ Is there a working exhaust fan or a window in each bathroom?

YES \_\_\_ NO \_\_\_ **Do all outlets, switches and panel boxes have covers? (605.1)**

YES \_\_\_ NO \_\_\_ Are there two outlets in each room and one in the bathroom? (605.2)

YES \_\_\_ NO \_\_\_ Do all taps run (hot & cold) and toilets flush? Is the plumbing properly vented? (505.1, 506.1)

YES\_\_\_ NO\_\_\_ Do any pipes leak or faucets drip? (504.1)

**Exterior –**

YES\_\_\_ NO\_\_\_ Does each unit have address numbers that are clearly visible from the street (at least 4" high)?

YES\_\_\_ NO\_\_\_ Is the yard maintained (grass under 6", no tall weeds)? (302.4)

YES\_\_\_ NO\_\_\_ Is all rubbish stored in appropriate containers and removed regularly? (308)

YES\_\_\_ NO\_\_\_ Is the exterior in good repair? Siding, brick or paint free of chips or deterioration? (304.2)

YES\_\_\_ NO\_\_\_ Is the roof in good repair with no leaks? No overhanging tree limbs or branches? (304.7)

YES\_\_\_ NO\_\_\_ Is the chimney in good repair and safe condition? (304.11)

YES\_\_\_ NO\_\_\_ Is the foundation in good repair, level with no cracking or deterioration? (304.5)

YES\_\_\_ NO\_\_\_ Are gutters and downspouts free of debris and directing water away from the structure? (304.7)

YES\_\_\_ NO\_\_\_ Are the premises free of infestation such as insects, rats and/or other vermin? (302.5)

Swimming Pool on property? YES\_\_\_ NO\_\_\_ If so, is it protected by a 48" (or 72" if in ground pool) barrier or fence in good repair, with a self latching, self-closing gate? (303) YES\_\_\_ NO\_\_\_

**Recommended but not required in existing buildings –**

YES\_\_\_ NO\_\_\_ Attached garages ½" drywall on garage side between house and garage and 1¾" solid core or fire rated door

YES\_\_\_ NO\_\_\_ Carbon monoxide detector located in vicinity of sleeping areas.

**BE ADVISED THAT IF THE PROPERTY REQUIRES AN ADDITIONAL INSPECTION THE FEE WILL CHARGED.**

\_\_\_\_\_  
Signature

**AGENT OR PERSON WITH ACCESS FOR INSPECTION:**

**NAME:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_

**EMAIL OWNER:** \_\_\_\_\_

**EMAIL AGENT:** \_\_\_\_\_

## Included in visual inspection:

### Basic Equipment and Facilities Kitchen

sink not provided Lavatory basin not

provided Toilet not provided

Tub or shower not provided

Bathroom or toilet not properly enclosed

Hot and cold water not provided to kitchen sink, lavatory basin, tub or shower

Water heating facilities not provided

### Light, Ventilation and Heating

Ventilation not adequate for bathroom (fan or window)

Two electrical outlets, or one outlet and one light fixture, not provided for each habitable room

Heating facilities inadequate or of unapproved type

Fire Sensor/Alarm

Porch defective

Outside steps defective

Exterior wall structurally weather tight

Exterior wall structurally unsafe

Roof not weather-tight

Chimney in need of repairs

Exterior openings not weather tight

Exterior openings not in working condition

Foundation not watertight or rodent-proof Inside

stairs not safe

Handrails not provided on exterior nor interior stairs

Floors are defective

Joists are defective

Patch plastering needed

Lack of adequate fire escape

Plumbing fixture or pipes leaking or obstructed

Plumbing fixture or pipes not properly installed

Plumbing fixtures not maintained in sanitary conditions

Bathroom or lavatory floor not Impervious

Bathroom or lavatory floor not maintained in sanitary condition

Heating facilities not maintained in safe, working condition Drainage system defective

Kitchen range defective

Defective wiring

Lighting fixtures broken, defective or improperly installed

Flexible cords used for branch wiring

Sockets, switches, or receptacles broken

Cover-plates broken or missing from switches, receptacles or outlet boxes

Any such requirements under the UCC or IMPC adapted by the Township

Range Hood for open flame gas stove/tops

Name of Inspector: \_\_\_\_\_

Approved Yes  No  BY: \_\_\_\_\_ Date \_\_\_\_\_

-----  
2ND Inspection Date: \_\_\_\_\_ Passed: Yes  No  3<sup>RD</sup> Inspection Date: \_\_\_\_\_ Passed: Yes  No