

## Use and Occupancy Permit Requirements

The following are requirements for a Use and Occupancy Permit. The requirements are based on safety guidelines and codes and shall be addressed to obtain the permit. The listed guidelines can be used to prepare your home for marketing or keep your home up to date with safety regulations.

1. Sidewalks, driveways, aprons, landings, porches and patios shall be free from tripping hazards.
2. Grass over 8 inches high shall be cut.
3. Foundations shall be free of major cracks.
4. Gutters and down spouts shall be free of holes and properly attached.
5. Roofs shall be free of defects, holes or missing shingles.
6. There shall be no missing siding, bricks or stone.
7. General appearance (trash, litter, junk cars, etc.)
8. House numbers shall be 4 inches in height posted on the front of the house and visible from the street. Multi-family dwellings shall have numbers illuminated with apartment numbers on the front doors of the apartment.
9. Interior walls shall be free of large cracks and holes.
10. All doors shall open and close freely with working knob or latch.
11. Floors shall be free of holes.
12. Road edge drainage along the street shall be clear and have pipe under driveway to permit free flow of water.
13. Cesspools and septic tanks shall be filled in.
14. Kitchens shall have a sink with hot/cold running water, connected to an approved sewer system without leaks.
15. Bathrooms shall have sink, tub/shower and toilet without leaks, connected to an approved sewer system.
16. Sump pumps shall not connect to the sewer system and discharge outside to grade (discharge into the storm water swales is not permitted).
17. Water heater pressure relief valve shall have an extension to within 8 inches of the floor.
18. An emergency heater shutoff switch shall be located at the top of the basement stairs.
19. There shall be no exposed asbestos.
20. Smoke detectors shall be provided in the basement, and each floor level including attics over 6 feet. Also in garages attached or built into the dwelling.
21. Windows shall not be cracked or broken and open/close.
22. Stairs shall have handrails and maintained in good condition.
23. GFCI receptacles shall be installed within 6 feet of a source of water and in garages, outside receptacles and crawl spaces.
24. There shall not be violations of the Uniform Construction Code, Langhorne Manor Borough Codes or Zoning Ordinance, Plumbing Code, National Electrical Code and NFPA13R.
25. Provide a chimney and termite certification.

**The original certificates shall be presented to the Borough Office at  
616 Hulmeville Avenue, Langhorne Manor  
Phone number: (215) 752.5835**