

ADDRESS _____

Number _____

Fee _____

NEW HOPE BOROUGH

Zoning Permit / Certificate of Occupancy

This application is requested for the following items in accordance with Sections 275-70 and 275-71 of the New Hope Code of Ordinances related to any building or structure, or portion thereof, that may have been erected, reconstructed, changed, enlarged, or otherwise altered or the use of land.

TYPE OF APPLICATION (Check one applicable request)

1. New Use or Initial Occupancy of a structure _____
2. Change in ___ Use, ___ Ownership, or ___ Occupancy of a structure
3. Change in ___ Tenant (applicable for commercial/ industrial buildings or structures only).
4. New or change in use of land only _____
5. Change or expansion of a non-conforming _____ use or _____ structure.

The undersigned hereby requests that New Hope Borough conduct a visual inspection of the premises stated below and certify the approved use for this property as a prerequisite to the issuance of a new, or renewed, Zoning Permit / Certificate of Occupancy. It is acknowledged that an inspection of the premises does not guarantee or certify to either a buyer or seller compliance with the Pennsylvania Uniform Construction Code. The visual inspection is completed for New Hope Borough use only in order to issue this Certificate and may not be relied upon by any property owner or buyer. Each owner or buyer should perform an independent inspection as they feel appropriate to insure their protection and compliance with the Pa UCC. New Hope Borough does not certify, or guarantee, the condition or integrity of the premises.

The undersigned hereby affirms that he/she is the legal owner or equitable owner, or legal agent of either, authorized to make this request; that he/she is aware of the scope of this request; and that he/she is not aware of any outstanding Zoning or Uniform Construction Code violations, nor any safety impediments to the issuance of this Certificate.

GENERAL INFORMATION – (All data must be printed and legible)

Date Submitted _____
Property Address _____ Tax Parcel No. _____

Owner Name _____ Phone Number _____
Mailing Address _____
E-mail Address _____

Applicant _____ Phone Number _____
Mailing Address _____
E-mail Address _____

Applicant status (check one)

Owner _____ Buyer _____ Tenant _____ Agent _____

Type of Application: Residential _____ Non-residential _____

USE INFORMATION - (By signing this application, Applicant acknowledges the following list of uses and structures on this tax parcel , including all related street addresses, represent a complete listing for this tax parcel and that failure to list any such use, structure, or address will compromise the legal status of same.

Zoning District (circle one) R-1, R-2, R-B, R-C, PUD, CC, LC, SC, LI, HC, MU, and PRD.

Historic District - Y N Flood Zone - Y N

Primary Structure/Uses	Street Address	Zoning	UCC
(Applicant must list all uses/structures on this tax parcel)			
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____

Accessory Structure/Uses	Zoning	UCC
1. _____	_____	_____
2. _____	_____	_____

Requested Structure/Uses for this application
(Applicant must list all uses/ structures requested for this application)

1. All items listed above
2. Specific uses/structures listed above

PROCESSING STATUS (At least one signature is required for processing)

<u>Applicant</u>		<u>Print Name</u>
Signature of Owner _____		_____
Signature of Buyer _____		_____
Signature of Tenant * _____		_____
* must provide copy of lease		
Signature of Agent** _____		_____
** representing _____	Company name _____	

Borough

Approved _____ Zoning Officer _____ (date)

Approved _____ Building Official _____ (date)

Recommendations for Occupancy to comply with UCC (Act 45), Uniform Construction Code.

APPLICATION FEES - Fees associated with use and occupancy shall be paid at time of the filing of a Request for Certificate.

1. Zoning fee – \$75
2. Building fee –
 - Standard Inspection - Residential - \$75 per use unit* Re-inspections - \$50
 (*Fee includes max. 4 similar uses. Additional fee of \$25 for each additional use exceeding 4 similar uses. Mixed uses require multiples of individual use fee)
 - Standard Inspection -Non-residential - \$150 per use unit** Re-inspections - \$100
 (** Fee includes max. 4 similar uses. Additional fee of \$50 for each additional use exceeding 4 similar uses. Multiple uses require multiples of individual use fee.)
 - Expedited Inspection*** - Residential - \$125 Re-inspection - \$50
 - Expedited Inspection *** - Non-residential - \$250 Re-inspection - \$100

*** Expedited inspection fees apply for any requested inspection within 24 hours of application. Additional fees for additional units and multiple uses shall apply as noted in standard fee.

VIOLATIONS AND PENALTIES Any person, partnership, or corporation who or which has violated or permitted the violation of the provisions Chapter 275 of the New Hope Code shall, upon being found liable therefore in a civil enforcement proceeding, pay a judgment of not more than \$500, plus all court costs, including reasonable attorney fees incurred by the Borough. Each day that a violation continues shall constitute a separate violation. No occupancy shall be permitted until all required corrective actions have been approved by the Code Official and a copy of this Permit has been issued by the Borough.