# WEST CONSHOHOCKEN BOROUGH 112 FORD STREET WEST CONSHOHOCKEN, PA 19428 OFFICE (610) 828-9747 FX (610) 828-9646

#### RESIDENTIAL RENTAL LICENSE APPLICATION

Address of DwellingOwner Name:			
Property Manager (if applicable)			
Name		Telephone	
Address		<u>Email</u>	
	ation to aid in the assess	its and single and multitenant dwelling units sment of property licensing. The Housing December 31st	
It is mandatory that all information of together with an Earned Income Tax		ed prior to submission to the Borough	
•	e designated by Ordinar	enant license. The only student housing nce #95-431 on May 9, 1995. No other	
Tenant Information:			
Tenant 1	Tenant 2	Tenant 3	
Name			
Phone			
Employer Name & Address:			
License Fee- single unit \$75.00 multi-tenant \$150 (4 ar	nd over non related)		
	(applicants name)	) verifies that the statements in this	
application are true and correct to t subject of 18 PA. C.S.A Section 4904	he nest of his/her know	ledge, information and belief are made	
Applicants Signature		Date:	

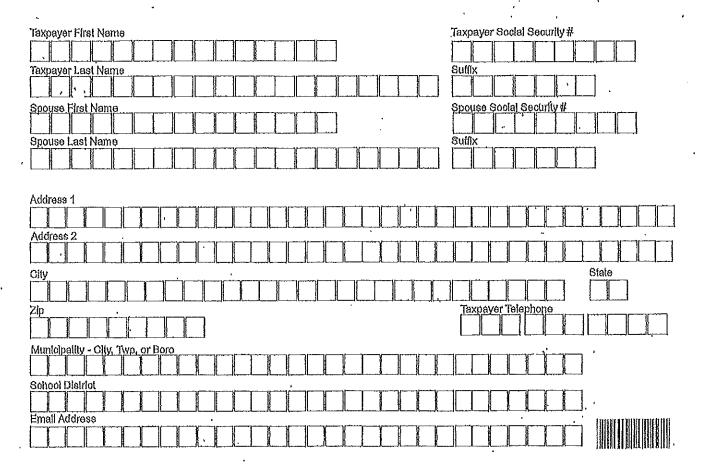


## IMPORTANT NOTICE EARNED INCOME TAX

Please fill out the following information as a resident of West Conshohocken Borough for the Earned Income Tax.



Berkhelmer Tex Administrator PO Box 904 Bangor, PA 18013-0904







## WEST CONSHOHOCKEN BOROUGH

#### 112 Ford Street

West Conshohocken, PA 19428 (610) 828-9747 ext.3

### **Rental Inspection Check List**

- 1. Property must meet current property and maintenance code adopted by the Borough.
- 2. The street number must be posted in minimum 4" numbers and visible from the street.
- 3. The property must be maintained in a neat, sanitary, and safe condition. This means no discarded materials, lying around, no standing water, etc.
- 4. The exterior of the structure must be in good condition, structurally sound and watertight (walls, roofs, porches, decks, etc.). The grade must slope away from the building.
- 5. All stairs and platforms (landings, decks, etc.) more than 30" above another surface must be protected with guards which will not permit the passage of a sphere more than 4" in diameter. Railing heights for residential structures shall be not less than 36" above the floor or grade for platforms and not less than 34" above the treads on stairs. Guards for commercial uses shall be not less than 42" above grade. All guards must be capable of supporting a sudden impact from a slip or fall.
- 6. Handrails are required on at least one side where the stairs contain four (4) or more risers. Heights shall be no more than 38" and no less than 34". All handrails must be securely fastened. Commercial uses require railings on both sides of stairways.
- 7. All egress (exit) doors shall be openable without the use of keys. No double cylinder locks.
- 8. Any attached garage shall be <u>completely</u> separated from the residence by at least 1/2" drywall on the garage side. If there is any habitable space above the garage, that area must be <u>completely protected</u> from the garage by 5/8" Type X drywall. Any doors leading from the house into the garage must be 1 3/8" solid core wood or steel or 20-minute rated fire doors.
- 9. No screen doors or doors with windows may be in the opening separating the house and garage.
- 10. Any carports with more than two (2) sides shall comply with the attached garage requirements.
- 11. Electrical panels shall have a clear space of 36" in front of the panel. All wiring shall be in good condition and the panel shall not have any openings where wires, breakers, or fuses have been removed.
- 12. All junction boxes, switches and receptacles shall have covers.

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- 13. Extension cords shall not be substituted for permanent wiring, placed under rugs or furniture, or run in side walls.
- 14. 100-amp electrical service required by Borough ordinance.
- 15. GFCI's shall be located on all kitchen counters, bathrooms, laundries, and any source of water within 6'.

  In lieu of a GFCI for a clothes washer connection, a single plug outlet may be used.
- 16. Clothes dryer vents must be constructed of metal and vented to the exterior of the residence and have no sharp bends or crimps in the discharge vent duct.
- 17. At least one smoke detector shall be located on each floor (including basement), within each bedroom. For new construction detectors should be 120 volts with battery back-up and interconnected so all sound if one activates. If 120 volt detectors were not installed during construction, battery operated detectors may be utilized.
- 18. Carbon monoxide alarms in dwelling units shall be installed outside of each separate sleeping area in the immediate vicinity of the bedrooms. Where a fuel-burning appliance is located within a bedroom or its attached bathroom, a carbon monoxide alarm shall be installed within the bedroom. Sleeping.
- 19. Grass, weeds, and foliage shall be cut to a height of not more than 6". Wildflowers and planted landscape materials are exempt from this requirement.
- 20. Walls, ceilings and floors shall be free of holes, water damage and mold.
- 21. All water heaters and boilers shall be equipped with temperature/pressure relief valves including a pipe to direct any discharge from these valves to a point no less than 6" from the floor.
- 22. Inoperative or unlicensed motor vehicles shall not be parked, kept or stored on the exterior of the *premises*, and vehicles shall not at any time be in a state of major disassembly, disrepair, or in the process of being stripped or dismantled.
- 23. Sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair, and maintained free from hazardous conditions.
- 24. This list is not all inclusive.