



Borough of Narberth

USE and OCCUPANCY

FOR BOROUGH USE ONLY

- Temporary
- Final

U&O # 2016 -

Parcel ID: 12-00- **00**

INFORMATION

The Borough of Narberth requires a Certificate of Use and Occupancy for all residential structures located within the borough. As defined by Ordinance No. 762 and No. 843, the Borough requires (1) Sidewalk/Curb Inspection; (2) Smoke/CO Detector, Tank, and Address Affidavit; and (3) payment of \$200.00 application and inspection fee.

- All parts of this form must be completed.
- This completed form must be submitted at settlement.
- A copy of this completed form must be returned to the Borough office:

Borough of Narberth
100 Conway Avenue
Narberth, PA 19072-0385

APPLICATION CHECKLIST

The Use & Occupancy Certificate will only be issued if all parts are completed!

- PART 1. PROPERTY INFORMATION
- PART 2. SMOKE/CO DETECTOR, TANK, & ADDRESS AFFIDAVIT
- PART 3. SIDEWALK/CURB INSPECTION
- PART 4. APPLICATION & INSPECTION FEE

PART 1. PROPERTY INFORMATION

Property Address: _____

Present Use of Property: _____

_____ Date of Application

Owner Name: _____ Ph. _____

Owner Address: _____ email: _____

Settlement Date _____ Settlement Office: _____

Address: _____ Ph. _____

Buyer Name: _____ Ph. _____

Buyer Address: _____ email: _____

Name of Applicant (If different than Owner): _____

Ph. _____ email: _____

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PART 2. SMOKE/CO DETECTOR, TANKS, and ADDRESS AFFIDAVIT

_____ (Sellers) and
_____ (Purchasers)

Hereby certify that the property located at _____
Narberth Borough, Montgomery County, Pennsylvania has operating smoke/CO detectors or an
operational smoke/CO detection system on every level of the building(s) on the property described
herein. The undersigned also certifies that this system complies with the Narberth Borough Fire Code.

The owner certifies that all tanks that are leaking or tanks that have been abandoned for more
than one year have been removed from this property. (Fire Code Ordinance No. 843)

The owner also certifies that the property street number has been posted with minimum three (3)
inch numbers at a location where they can be seen clearly from the street on which the property is
located.

Please Sign:

SELLERS: _____ DATE: _____

PURCHASERS: _____ DATE: _____

NAME of TITLE COMPANY: _____

ADDRESS: _____ Ph. _____

COMMONWEALTH of PENNSYLVANIA, COUNTY of _____:

Subscribed and sworn to

Before me this _____ day of _____, 20____

_____ *Notary Public*

PART 3. SIDEWALK/CURB INSPECTION

I do hereby certify that curb and/or sidewalk at _____, located in the
Borough of Narberth has been inspected this _____ day of _____, 20____.

Signed: _____ Borough Insp.

PASSED

Escrow Amount: \$ _____

Escrow Required (Refer to Inspection Report)

PART 4. APPLICATION & INSPECTION FEE

\$200.00 for Inspection and Certificate of Use & Occupancy

Checks are to be made out to: **Borough of Narberth**

_____ Date Paid

*** * * Certificate of Use & Occupancy will NOT be issued until fee is paid. * * ***

CERTIFICATE of USE & OCCUPANCY

Permission is hereby granted to _____
of _____ to use and occupy the building situated at
_____ Narberth, PA as a _____.

The building was previously used as _____. The number of dwellings
that may be accommodated in the several stories is: _____.

Date: _____ Signed: _____ Zoning Officer (seal)