

BOROUGH OF RED HILL

56 WEST 4TH STREET

RED HILL, PA 18076

Phone: 215-679-2040 - FAX: 215-679-0527

www.redhillborough.org - info@redhillborough.org

APPLICATION FOR OCCUPANCY INSPECTION AND PERMIT

IMPORTANT PLEASE READ BEFORE COMPLETING APPLICATION

Inspection fee of **\$150**. Except for those not responsible for sidewalks (The Upper Perkiomen Manor, Preston Court, Red Hill Estates and The Villas the fee is **\$100**. Allow **15 days from the payment date** to receive your permit provided there are no violations. If violations are found then temporary permits are issued depending upon the type of violations. If the violation(s) does not make the property unfit for human habitation then a temporary occupancy permit is issued and the purchaser has 12 months to correct the violation(s). If the violation(s) makes the property unfit for human habitation then a temporary access permit will be issued and the purchaser has 12 months to correct the violation(s).

If sidewalks are one of the items that require work, you will receive a separate letter detailing the work that is needed to be completed. All sidewalks and curbs must be compliance with the current borough code, a sidewalk engineer will be out to perform an inspection and you will be notified within 3 business days of that inspection as to whether sidewalk work is need.

ONLY applicable for non-residential and multifamily residences of 5 or more. A fire safety inspection is required. Please contact John Lehr, Fire Marshal at 484-226-9918 at least 10 days prior settlement to schedule an appointment. A Use and Occupancy permit will not be issued until the Fire Marshal conducts an inspection, approves occupancy and an inspection fee is paid. A schedule of fees and a self-check list can be found following Chapter 27, Section 802.

If you have not been contacted to schedule an inspection **within 3 business days** of submitting an application and payment, please contact Brandon Pfaff at 484-280-3622 or email him at bpfaff@barryisett.com. All questions regarding inspections and issuance of permits should be submitted to Brandon Pfaff, the Borough **does not** schedule inspections or issue the permits.

A **sewer lateral inspection** is required by the Upper Montgomery Joint Authority (UMJA). To arrange an inspection, please call them directly at 215-679-5133.

THE FORM MUST BE SIGNED & DATED BY EITHER THE APPLICANT OR THE OWNER

PROPERTY ADDRESS: _____

NAME OF FUTURE OCCUPANT: _____

SETTLEMENT DATE: _____

OWNER NAME: _____

OWNER ADDRESS: _____

OWNER PHONE: _____ EMAIL: _____

IF APPLICATION IS NOT MADE BY OWNER, PLEASE COMPLETE

APPLICANT NAME: _____

APPLICANT ADDRESS: _____

APPLICANT PHONE: _____ EMAIL: _____

Application Date: _____

Signature of Applicant: _____

Printed Name: _____