



BOROUGH OF ROYERSFORD

300 MAIN STREET
ROYERSFORD, PENNSYLVANIA 19468
(610) 948-3737 • FAX (610) 948-2915



April 1, 2017

Dear Resident:

Royersford Borough has recently adopted Ordinance No. 889 in order to protect and promote the health, safety, and welfare of its residents living in residential rental units. If you do not own a residential rental unit in Royersford Borough or own a dwelling which is owner occupied and contains no more than four (4) residential units please disregard this letter.

This Ordinance requires residential rental units to be registered with the Borough. If you own a rental unit in the Borough please fill out the enclosed registration form and return to the Borough with payment of the \$30 registration fee by June 1, 2017. Each time there is a change in tenancy you will need to re-register with the Borough.

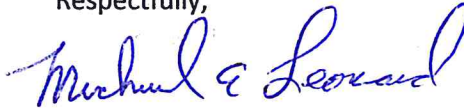
In the near future, this rental ordinance will require residential rental units (excluding apartment complexes or buildings with 10 or more rental units) to be inspected prior to occupancy. Upon a passed inspection, you will receive a Certificate of Life Safety which is valid for three (3) years. Below is the list of items that we will be inspecting, giving the property owners of rental units adequate time to prepare for the inspection:

1. Fire extinguisher mounted in the kitchen near an exit doorway equipped with 2 ½ powder ABC dry powder rating.
2. One smoke detector in each bedroom, hallway outside of the bedrooms, and on every floor including the basement and attics.
3. All kitchen receptacles, bathroom receptacles, garage receptacles, exterior receptacles, and any other receptacles within six feet of a water source, must be supplied with a ground-fault receptacle.
4. Gas ranges must be supplied with shutoff valve installed behind the range.
5. Electric ranges must have an outlet installed at the rear of the range.
6. Any deck, patio, platform or landing that is 30 inches or more above the ground requires a railing at least 36 inches high which must be enclosed to prevent the passage of an object four or more inches in diameter through the railing.
7. Openings from a private garage directly into a room used for sleeping purposes shall not be permitted. Other openings between garages and residences shall be equipped with a solid wood door not less than one and three-eighths inches in thickness; solid or honeycomb core steel doors not less than one and three-eighths inches.
8. All units with natural gas must have a carbon monoxide detector located in the hallway outside of the bedrooms.

A Fee Resolution has been established for the required inspections. Upon completion of the inspection an inspection fee of \$40 for the first half hour (30 minutes) and \$20 for each additional fifteen (15) minutes will be collected at Borough Hall. If a re-inspection is required the inspection fee is \$20 for every fifteen (15) minutes.

Please return the completed registration form to the Borough Office by June 1, 2017. If you would like to view the Ordinance it may be accessed through the Borough website. Please contact the Borough of Royersford at 610-948-3737 should you have any questions regarding this letter.

Respectfully,

A handwritten signature in blue ink that reads "Michael Leonard". The signature is fluid and cursive, with the first and last names being clearly legible.

Michael Leonard
Borough Manager
Borough of Royersford

ROYERSFORD BOROUGH
300 MAIN STREET
ROYERSFORD, PA 19468 OFFICE 610-948-3737 FAX 610-948-2915

RESIDENTIAL RENTAL LICENSE APPLICATION

Registration Fee: \$30/Application

Location of Structure: _____ Number of Units: _____
Name of Owner: _____
Address: _____
Owner Telephone: _____ Email Address: _____
Rental Agency: _____ Address: _____ Phone #: _____

Per Ordinance No. 889, residential rental units must provide the following information for registration. It is mandatory that all information on this form be completed before it is submitted to the Borough.

Tenant #1 Name(s): _____
Tenant #1 Address: _____
Tenant #1 Phone #: _____

Tenant #2 Name(s): _____
Tenant #2 Address: _____
Tenant #2 Phone #: _____

Tenant #3 Name(s): _____
Tenant #3 Address: _____
Tenant #3 Phone #: _____

Tenant #4 Name(s): _____
Tenant #4 Address: _____
Tenant #4 Phone #: _____

**For more than 4 units/tenants, please attach an additional list.

_____ (Applicant's name - print) verifies that the statements in this application are true and correct to the best of his/her knowledge, Information and belief are made subject of 18 PA C.S.A. Section 4904 relating to unsworn falsification to authorities.

Date

Applicant's Signature

**ROYERSFORD BOROUGH
PROPERTY MAINTENANCE CHECKLIST**

1. A Fire extinguisher equipped with 2 1/2 pounds ABC dry powder rating must be supplied for the dwelling mounted in the kitchen on the wall near the exit doorway.
2. At least one smoke detector in each of the following locations:

A - In accordance with the IRC (International Building Code) - maximum three units, the IBC (International Building Code) (four units or more), and the IFC (International Fire Code).
3. All kitchens, bathrooms and powder rooms, or any garage and exterior outlets within six feet of a water source, must be supplied with a ground-fault receptacle.
4. All gas ranges must be supplied with shutoff valves installed behind the range.
5. All electric ranges must have an outlet installed at the rear of the range.
6. Any deck, patio, platform or landing that is 30 inches or more above the ground, requires a railing at least 36 inches high, which must be enclosed to prevent the passage of an object four or more inches in diameter through the railing.
7. Openings from a private garage directly into a room used for sleeping purposes shall not be permitted. Other openings between garages and residences shall be equipped with solid wood doors, not less than one and three-eighths inches in thickness, solid or honeycomb core steel doors not less than one and three-eighths inches thick, or twenty-minute fire-rated doors.
8. All units must have installed carbon monoxide detectors in compliance with current Pennsylvania and federal law.

EXHIBIT "A"