

# CHAPTER 11

## HOUSING

### PART 1

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**PART 1**

**LANDLORD REPORTS**

**§101. PURPOSES.**

This Part is enacted to provide for the uniform and equitable distribution of the tax levies in the Township of Spring and upon the inhabitants thereof and to promote the health, safety, morals and general welfare of the inhabitants of the Township of Spring.

(Ord. 54-1988, 9/11/1988, §1)

**§102. DEFINITIONS AND INTERPRETATION.**

As used in this Part, the following terms shall have the meanings indicated, unless a different meaning clearly appears from the context:

**BUSINESS UNIT** - a parcel of real estate, with or without improvements located thereon, utilized by any person or persons for any commercial activity or purpose.

**DWELLING UNIT** - one or more rooms used for living and sleeping purposes arranged for occupancy by one family or by one or more persons.

**LANDLORD** - a lessor, or person who acts as agent for the lessor, of any parcel of real estate located in the Township of Spring, or a lessor, or person who acts as agent for the lessor, of any improvements on real estate or any building located in the Township of Spring.

**PERSON** - any individual, partnership, association, firm or corporation.

**TENANT** - a person who has the use, either by himself or with others, of a dwelling unit or a business unit owned by a person other than himself, for a period exceeding 30 days.

**TOWNSHIP** - the Township of Spring.

(Ord. 54-1988, 9/11/1988, §2)

**§103. REPORTS BY LANDLORDS.**

Within 30 days from the effective date of this Part, each landlord shall submit to the Township Secretary a report form supplied by the Township Secretary, which includes the following information:

- A. List of the dwelling units and business units owned by the landlord, located within the Township limits, whether occupied or not occupied.

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- B. Address of each dwelling unit and business unit.
- C. Brief description of each dwelling unit or business unit.
- D. Whether or not said dwelling unit or business unit is inhabited or utilized by tenants.
- E. Names of the tenant or tenants utilizing the aforementioned dwelling unit or business unit, if any, together with their Social Security numbers.

(Ord. 54-1988, 9/11/1988, §3)

### **§104. REPORTS BY PERSONS UPON BECOMING LANDLORDS.**

After the effective date of this Part, any person who becomes a landlord of any parcel of real estate or any improvement on real estate or building located in the Township by agreement of sale, by deed, or by any other means shall, within 30 days thereafter, report to the Township Secretary the information and data set forth in §103, above, and on forms to be provided by the Township Secretary.

(Ord. 54-1988, 9/11/1988, §4)

### **§105. REPORTS OF CHANGES IN USE OR OCCUPANCY.**

After the effective date of this Part, each and every landlord of property within the Township shall report to the Township Secretary on a report from to be supplied by the Township Secretary, any change in the use or occupancy of any dwelling unit or business unit owned by such landlord. The reported change shall include the name or name of the new tenants of such dwelling unit or business unit, the date when such change was effected and the forwarding address of the old tenant or tenants, if known. A landlord of a hotel, inn or boarding house shall not be required to report a person as a "tenant" until that person has resided in such landlord's establishment for a period exceed 30 days. In the event that a dwelling unit or business unit was used or utilized by a tenant and then becomes vacant, this change shall also be reported to the Township Secretary. All reports required by this Section shall be made within 10 days after a landlord has knowledge that such a unit has had a change in occupancy or has become vacant.

(Ord. 54-1988, 9/11/1988, §5)

### **§106. DUTIES OF THE TOWNSHIP SECRETARY.**

The Township Secretary under the authority of this Part shall:

- A. Maintain on file at the Township office the names of the landlords owning dwelling units and business units in the Township, said list to include the names of the current tenants of said dwelling units and business units.

- B. Maintain a supply of forms for landlords to use in making reports to the Township Secretary as required by §§103, 104 and 105 of this Part.
- C. Notify the Chief of Police and the Fire Chief of the Township of Spring of the address and description of any dwelling unit or business unit that is vacant, unoccupied and not in use.

(Ord. 54-1988, 9/11/1988, §6)

**§107. PENALTIES.**

Any person, firm or corporation who shall violate any provisions of this Part, upon conviction thereof in an action brought before a district justice in the manner provided for the enforcement of summary offenses under the Pennsylvania Rules of Criminal Procedure, shall be sentenced to pay a fine of not more than \$1,000 plus costs and, in default of payment of said fine and costs, to a term of imprisonment not to exceed 90 days. Each day that a violation of this part continues or each Section of this part which shall be found to have been violated shall constitute a separate offense.

(Ord. 54-1988, 9/11/1988, §7; as amended by Ord. 09-00, 10/2/2000)



**EXHIBIT**

**SPRING TOWNSHIP LANDLORD REPORT**

**LANDLORD DATA**

LANDLORD NAME \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

PARCEL I.D. NUMBER \_\_\_\_\_

PARCEL ADDRESS \_\_\_\_\_

NUMBER OF UNITS \_\_\_\_\_

**TENANT DATA**

1. UNIT ADDRESS \_\_\_\_\_

TENANT NAME \_\_\_\_\_

TENANT SOCIAL SECURITY NUMBER OR TAX ID NUMBER  
\_\_\_\_\_

UNIT DESCRIPTION \_\_\_\_\_

2. UNIT ADDRESS \_\_\_\_\_

TENANT NAME \_\_\_\_\_

TENANT SOCIAL SECURITY NUMBER OR TAX ID NUMBER  
\_\_\_\_\_

UNIT DESCRIPTION \_\_\_\_\_

3. UNIT ADDRESS \_\_\_\_\_

TENANT NAME \_\_\_\_\_

TENANT SOCIAL SECURITY NUMBER OR TAX ID NUMBER  
\_\_\_\_\_

HOUSING

UNIT DESCRIPTION \_\_\_\_\_

4. UNIT ADDRESS \_\_\_\_\_

TENANT NAME \_\_\_\_\_

TENANT SOCIAL SECURITY NUMBER OR TAX ID NUMBER  
\_\_\_\_\_

UNIT DESCRIPTION \_\_\_\_\_

5. UNIT ADDRESS \_\_\_\_\_

TENANT NAME \_\_\_\_\_

TENANT SOCIAL SECURITY NUMBER OR TAX ID NUMBER  
\_\_\_\_\_

UNIT DESCRIPTION \_\_\_\_\_

6. UNIT ADDRESS \_\_\_\_\_

TENANT NAME \_\_\_\_\_

TENANT SOCIAL SECURITY NUMBER OR TAX ID NUMBER  
\_\_\_\_\_

UNIT DESCRIPTION \_\_\_\_\_

**PLEASE SUBMIT THIS DATA AS TENANTS CHANGE.**