



## Use and Occupancy Application

Abington Township, PA

1176 Old York Road

Abington PA 19001

FAX 215-884-8271, PHONE: 267-536-1000

**\*\*Please note: This application is only for Commercial, Triplex and Quadplex use. A Use & Occupancy permit is not required for the Resale of Single Family Dwellings.**

Note: In order to facilitate the occupancy permit application process, the following items need to be submitted:

1. Application Form- Completely filled out and signed.
  2. Application Fee- Submitted with application- Check payable to the Township of Abington.
  3. Site Plan- If the use of the premises is a new use (i.e. vacant building) or a use different or more intense from the previous use, a property site plan will be required to evaluate parking requirements and other site issues.
  4. Layout Plan- If there is any proposed change in the existing interior tenant arrangement (i.e.
  5. Architectural Construction Plan- If any alterations are required for the new occupancy, a building permit accompanied by State Labor and Industry approved plans is required to be issued and satisfied prior to the issuance of the occupancy permit.
- A. When use is determined to be more intense than the previous use of the building, or when structural alterations are planned, the new use may require sprinklers which dictates a Sprinkler Plan and permit.

Note: Normal processing time for a full occupancy review is approximately two weeks, assuming the submission is complete.

TURN OVER

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### Property Information

### Owner Information

Property Owner	<input type="text"/>				
Street #	Name	Unit #	Address	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	City/State/Zip	<input type="text"/>	Telephone <input type="text"/>
Lot <input type="text"/>	Block <input type="text"/>	Parcel # <input type="text"/>	Lot Size <input type="text"/>	Zoning	<input type="text"/>

## Use and Occupancy Application

A fee of \$200.00 must accompany this application. Please make check payable to "Township of Abington".

If this Permit is attached to a building permit, please enter the building permit number below. <input type="text"/>	Permit #	<input type="text"/>	Name of Agent for Purchaser or Lessee	<input type="text"/>
	Agent for Current Owner	<input type="text"/>	Address	<input type="text"/>
	Address	<input type="text"/>	Phone	<input type="text"/>
	Phone	<input type="text"/>	Business Name	<input type="text"/>
	Purchaser or Lessee Name	<input type="text"/>	Current Property Use	<input type="text"/>
	Address	<input type="text"/>	Does the new occupancy require building alterations?	<input type="text"/>
	Phone	<input type="text"/>		

### Proposed Use of Property

Number of levels in building (total):	<input type="text"/>
Number of levels to be occupied:	<input type="text"/>
Square footage of building:	<input type="text"/>
Square footage of building to be occupied by this business:	<input type="text"/>
Number of parking spaces on property (10x18):	<input type="text"/>
Proposed use of property:	<input type="text"/>

### Mail Certification To:

It is understood that this application constitutes authorization for the Township to inspect the premises; however, inspection is not mandatory and the Township may rely solely upon the representations made in this application as the basis for insurance of certificate.

Date

By signing this application, the applicant certifies that all information on this application is correct and the work will be completed in accordance with the approved construction documents and PA Act 45 (Uniform Construction Code) and any additional approved building code requirements adopted by the Municipality.

Applicant Signature

### To Be Completed by Zoning Official

<input type="checkbox"/> Conforms with Zoning Regulations	Date <input type="text"/>
<input type="checkbox"/> Legal Non-Conforming - Predates	
<input type="checkbox"/> Legal Non-Conforming granted by Zoning Board under (Appeal # and Date)	<input type="text"/> <input type="text"/>
<input type="checkbox"/> Other - Explanation Below	Signature of Zoning Officer <input type="text"/>

Remarks: