



CENTRAL KEYSTONE COUNCIL OF GOVERNMENTS

1610 Industrial Blvd, Suite 400A
Lewisburg, Pa 17837
PH. 570-522-1326 / 1-877-457-9401 / FAX 522-1327

Application for PUBLIC HOUSING PERMIT / RENTAL PROPERTY LICENSE

(Note: A separate Application is needed for EACH BUILDING)

Structure Address: _____ PID# _____

Owner Name: _____

Address: _____ City/State/Zip _____

Home Phone #: _____ Work Phone #: _____

Agent Name: _____ (An "Agent" is a person authorized to make decisions in your absence regarding this property. An Agent is **required** if you live more than 25 miles from the Borough *or* are not a full-time resident of the Borough.)

Address: _____ City/State/Zip _____

Phone #: _____

Initial Permit? Yes No (Permit # _____ *office use only*)

Number of Rooming or Housing Units: _____ Approximate Age of Bldg. (year) _____

Brief Description of Building (e.g. Single, duplex, wood, brick, etc): _____

Number of Bedrooms in each unit: _____ Parking spaces per unit: _____

Date & Brief Description of Last Major Improvement: _____

Length of Ownership: _____

Frequency of Unit Inspection: (by Owner or Agent) Weekly Monthly Annually

Are Smoke Detectors Installed on Each Floor of Each Unit? Yes No

Are Smoke Detectors Installed in EACH Bedroom? Yes No

Ground Fault Receptacles (GFCI) installed in Kitchen & Bathroom areas? Yes No

I, the undersigned, hereby certify that I am the owner of record and agree to conform to all applicable laws of this jurisdiction.

Applicant Signature: _____ Date: _____

Please call 570-522-1326 or 1-877-457-9401 to schedule an inspection of the unit. Inspections are performed Monday – Friday, between 8:00 am and 2:00 pm.

PLEASE ENCLOSE A LIST OF OCCUPANTS NAMES OR A COPY OF THE LEASE FOR THIS RENTAL UNIT

Note: The purpose of the ordinance and inspections is to ensure that all rental units meet minimum safety standards. Any deficiencies will be noted and a reasonable time will be granted to make corrections. A PUBLIC HOUSING PERMIT or RENTAL PROPERTY LICENSE indicates that the structure complies with your municipality's applicable codes.