

WASHINGTON TOWNSHIP
NORTHAMPTON COUNTY, PENNSYLVANIA
ORDINANCE NO. 171

AN ORDINANCE OF THE TOWNSHIP OF WASHINGTON REQUIRING LANDLORDS TO FILE REPORTS LISTING ALL RENTAL OR RENTABLE UNITS, TENANTS OR OCCUPIERS THEREOF, AND ANY SUBSEQUENT CHANGE THEREIN, AND PRESCRIBING PENALTIES FOR VIOLATIONS.

The Township of Washington hereby ordains:

SECTION 1. Purposes. This Ordinance is enacted to provide for the uniform and equitable distribution of the tax levies in the Township of Washington and upon the inhabitants thereof and to promote the health, safety, morals and general welfare of the inhabitants of the Township of Washington.

SECTION 2. Definitions and Interpretation. As used in this Ordinance, the following terms shall have the meanings indicated, unless a different meaning clearly appears from the context:

a. "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.

b. "Dwelling Unit". One or more rooms used for living and sleeping purposes arranged for occupancy by one family or by one or more persons.

c. "Landlord". A lessor, or person who acts as

agent for the lessor, of any parcel of real estate located in the Township of Washington, 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 Washington. The terms shall not apply to any Condominium Unit Owners Association subject to the Pennsylvania Uniform Condominium Act, Act of July 2, 1980, PL 286 No. 82, 68 Pa. C.S.A. Section 3101 et seq.

d. "Person". Any individual, partnership, association, firm or corporation.

e. "Tenant". A person who has the use, for a period exceeding thirty (30) days, either by himself or with others, of a dwelling unit or a business unit which is either owned by a person other than himself or which occupies a parcel of real estate owned by a person other than himself, for a period exceeding thirty (30) days.

SECTION 3. Reports by Landlords. Within thirty (30) days from the effective date of this Ordinance, each landlord shall submit to the Township Secretary a report, on a form supplied by the Township Secretary, which includes the following information:

1. List of all parcels of real estate owned by the landlord upon which are located dwelling units and/or business units, located within the Township of Washington limits, whether

occupied or not occupied;

2. Address of each dwelling unit and business unit;

3. Brief description of each dwelling unit or business unit;

4. Whether or not said dwelling unit or business unit is inhabited or utilized by tenants; and

5. Names of the tenant or tenants utilizing the aforementioned dwelling unit or business unit, if any.

SECTION 4. Reports by Persons Upon Becoming Landlords.

After the effective date of this Ordinance, any person who becomes a landlord of any parcel of real estate or any improvement on real estate or building located in the Township of Washington by agreement of sale, by deed, or by any other means, shall, within thirty (30) days thereafter, report to the Township Secretary the information and data set forth in Section 3 above, and on forms to be provided by the Township Secretary.

SECTION 5. Reports of Changes in Use or Occupancy.

After the effective date of this Ordinance, each and every landlord of property within the Township of Washington shall report to the Township Secretary, on a report form 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, or which occupies a parcel of real estate owned by such landlord.

The reported change shall include the name or names of 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, boarding house, or campground shall not be required to report a person as a "tenant" until that person has resided in such landlord's establishment for a period exceeding thirty (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 ten (10) days after a landlord has knowledge that such a unit has had a change in occupancy or has become vacant.

SECTION 6. Duties of the Township Secretary. The Township Secretary, under the authority of this Ordinance, shall:

1. Maintain on file at the Municipal Building in the Secretary's Office, the names of the landlords owning dwelling units and business units in the Township of Washington, said list to include the names of the current tenants of said dwelling units and business units.
2. Maintain a supply of forms for landlords to use in making reports to the Township Secretary as required in Sections 3, 4 and 5 of this Ordinance.

3. Notify the Chief of Police of the Township of Washington, and the Fire Chief of the Washington Township Volunteer Fire Company of the address and description of any dwelling unit or business unit that is vacant, unoccupied and not in use.

SECTION 7. Annual Update of Reports. The Township Secretary shall annually mail to each landlord of property in the Township a copy of that landlords most recently filed report form, together with a blank report form on which the landlord is to list any changes which may have occurred with respect to the use or occupancy of his property. Each landlord, which is not reflected on the most recently filed report is to file this updated form, listing any changes within thirty (30) days of receipt of the report.

SECTION 8. Penalties. Any person who shall violate any provision of this Ordinance shall, upon conviction thereof, be sentenced to a pay a fine of not more than Six Hundred and No/100 (\$600.00) Dollars, and/or to imprisonment for a term not to exceed ninety (90) days.

SECTION 9. Repealer. All ordinances or parts of ordinances which are inconsistent herewith are hereby repealed.

SECTION 10. Severability. If any sentence, clause, section, or part of this Ordinance is for any reason found to be

unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts of this Ordinance. It is hereby declared as the intent of the Township of Washington that this Ordinance would have been adopted had such unconstitutional, illegal or invalid sentence, clause, section or part thereof not been included herein.

SECTION 11. Effective Date. This Ordinance shall become effective five (5) days after adoption.

ENACTED AND ORDAINED as an Ordinance of Washington Township this 14th day of December, 1988.

WASHINGTON TOWNSHIP BOARD OF SUPERVISORS

Paul B. Wagner Chairman
Richard A. Fox
Paul T. Miller

Attest:

Barbara J. Hallett
Secretary