

Sugar Notch Borough Occupancy Inspection Application

1151 Highway 315, Suite 3, Dolphin Plaza, Wilkes Barre, PA 18702

Phone: 570-270-3900

Fax: 570-270-3892

*** Fill out ONLY applicable blocks. If unknown, leave blank.

Date: _____

Owner: _____ Phone: _____

Mailing Address: _____

Property Address: _____

Maximum Occupancy Per Unit: _____ Actual Number of Occupants: _____

Name of Current Tenants: _____

Number of Tenant Spaces: _____ Is This Building Commercial or Residential? _____

Name of Property Manager: _____ Phone: _____

Emergency Contact: _____ Phone: _____

Square Feet of Tenant Space: _____ Occupancy Classification: _____

Maximum Occupant Load: _____ Type of Construction: _____

*** Fees for occupancy inspections are as follows: Residential Tenant Space - \$90 per unit
Commercial Tenant Space - \$125 plus \$90 per apartment, if applicable

Make check or money order payable to: BHW Construction Consultation Services, Inc.

1151 Route 315, Wilkes-Barre, PA 18702

To schedule this inspection please call BHW at 570-270-3900

All fees are payable PRIOR to an appointment being scheduled

I certify that the code administrator or the code administrator's authorized representative shall have the authority to enter areas required for this inspection at any reasonable hour to enforce the provisions of the code(s) applicable to such inspection. I also understand that this inspection is a visual, non invasive inspection only, and therefore hold harmless both BHW Construction Consultation Services, Inc., and the Municipality for anything that may happen within the property after the inspection.

Signature of Owner or Authorized Agent

Print Name of Owner or Authorized Agent