

**ORDINANCE NO. 573**

AN ORDINANCE OF THE TOWNSHIP OF CUMRU REQUIRING LANDLORDS TO FILE REPORTS LISTING ALL RENTAL OR RENTABLE UNITS, TENANTS OR OCCUPIERS THEREOF, AND ANY SUBSEQUENT CHANGE THEREIN; ESTABLISHING THE DUTIES OF THE TOWNSHIP MANAGER; PROVIDING FOR DEFINITIONS, INTERPRETATIONS AND THE PURPOSES HEREOF; AND PRESCRIBING PENALTIES FOR VIOLATION.

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF CUMRU IN LAWFUL SESSION DULY ASSEMBLED, AS FOLLOWS:

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

**Section 2. Definitions and Interpretation.** As used in this ordinance, the following terms shall have the meanings indicted, 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, 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.

**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 thirty (30) days.

**Section 3. Reports by Landlords.** Within sixty (60) days from the effective date of this ordinance, each landlord shall submit to the Township Manager, a report form supplied by the Township Manager, which includes the following information:

1. List of the dwelling units and business units owned by the landlord, located within the Township 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;
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 by agreement of sale, by deed, or by any other means, shall, within thirty (30) days thereafter, report to the Township Manager the information and data set forth in Section 3 above, and on forms to be provided by the Township Manager.

**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 shall report to the Township Manager on a report form to be supplied by the Township Manager, 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 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 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 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 Manager. 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 Manager.** The Township Manager under the authority of this ordinance, shall;

1. 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;
2. Maintain a supply of forms for landlords to use in making reports to the Township Manager as required in Sections 3, 4 and 5 of this ordinance;
3. Notify the Chief of Police and the Fire Chief of the Township of the address and description of any dwelling unit or business unit that is vacant, unoccupied and not in use.

**Section 7. Penalties.** Any person who shall violate any provision of this ordinance shall, upon conviction thereof, be sentenced to pay a fine of not more than six hundred dollars (\$600.00), and in default of payment, to imprisonment for a term not to exceed thirty (30) days.


**Section 8. Repealer.** All ordinances or parts of ordinances which are inconsistent herewith are hereby repealed. The following ordinances or parts thereof are specifically repealed:

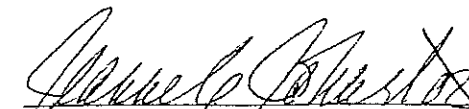
**Section 9. Severability.** In any sentence, clause, section, or part of this ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts of this ordinance. It is hereby declared as the intent of the Board of Commissioners that this ordinance would have been adopted had such unconstitutional, illegal or invalid sentence, clause, section or part thereof not been included herein.

**Section 10. Effective Date.** This ordinance shall become effective on the earliest date permitted by law.

DULY ENACTED THIS 20th DAY OF APRIL, 1999.

TOWNSHIP OF CUMRU

  
President, Board of Commissioners

  
Township Secretary

**TOWNSHIP OF CUMRU**BERKS COUNTY, PENNSYLVANIA  
1775 WELSH ROAD  
MOHNTON, PA. 19540

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REVISED 12/08

**REPORT BY LANDLORD***As required by Ordinance No. 573 adopted 4/20/99.***Part 1 – Unit Information**ADDRESS OF LEASED UNIT: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_Is this unit a Business Unit? Yes \_\_\_\_\_ No \_\_\_\_\_  
a Dwelling Unit? Yes \_\_\_\_\_ No \_\_\_\_\_Is this unit occupied? Yes \_\_\_\_\_ No \_\_\_\_\_  
Not occupied? Yes \_\_\_\_\_ No \_\_\_\_\_Brief description of unit (for example, 3 bedrooms, 2 story, etc.):  
\_\_\_\_\_  
\_\_\_\_\_**Part 2 – Landlord Information**

LANDLORD(S) NAME(S): \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PHONE, INCLUDING AREA CODE: \_\_\_\_\_

**Part 3 – Tenant Information**

NAME(S) OF TENANT(S): \_\_\_\_\_ Please list ages of any children.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_**Reports by Persons Upon Becoming Landlords** – report the data set forth above within 30 days.**Reports of Changes in Use or Occupancy** – report the data set forth above within 10 days after having knowledge of vacancy or a change in occupancy. 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 exceeding thirty (30) days.