



ASTON TOWNSHIP
2 New Road, Suite 123
Aston, PA 19014
Code Department 610-494-0384

PROCEDURES & APPLICATION FOR OBTAINING A RESALE CERTIFICATE IN
ASTON TOWNSHIP

1. This application must be completed in its entirety. All questions must be answered and the fee must be submitted prior to any inspections occurring. Any incomplete applications will be returned.
2. The fee for this application is \$100.
3. Applications should be submitted to the Aston Township Code Department.
4. Once the completed application is received the inspection process will consist of the following:
 - a. A property history search for open permits, open complaints and zoning conformance.
 - b. A public curbing and sidewalk inspection of the property.
 - c. A notarized affidavit submitted with this application confirming that Smoke Alarms, CO Alarms (Carbon Monoxide) and visible house numbers are present or will be present at time of transaction. The affidavit must be signed by the seller and buyer. The seller signature would need to be notarized.
 - d. In the case of an "AS IS" sale, the buyer will sign both seller and buyer portions of affidavit. The buyer will need to have this signed and notarized.
5. Once completed the results of these inspections will be e-mailed to the applicant and the seller or buyer (depending on the sale type) will be responsible for correcting any violations found.
6. In order to correct any public curbing and sidewalk violations a permit will be required.
7. When said permit is obtained the permit holder is responsible for scheduling an inspection prior to the concrete being poured, as well as scheduling a final inspection once the work is completed and the area is restored to an acceptable condition.



ASTON TOWNSHIP RESIDENTIAL RESALE CERTIFICATE APPLICATION

THIS FORM MUST BE SUBMITTED AT LEAST TWO (2) WEEKS PRIOR TO SETTLEMENT

PLEASE PRINT

RESALE ADDRESS _____

OWNERS _____ PHONE _____ EMAIL _____

BUYERS _____

ADDRESS _____ PHONE _____ EMAIL _____

AGENT _____

ADDRESS _____ PHONE _____ EMAIL _____

SETTLEMENT DATE _____ SALE PRICE _____

PROPERTY TYPE:

- SINGLE FAMILY
- GROUP HOME
- TOWNHOUSE
- CONDOMINIUM
- MULTIPLE FAMILY

FEES: RESALE OF SINGLE FAMILY DWELLING/DUPLEX \$100.00
REINSPECTION FEE \$100

IN ADDITION, ALL UNDERGROUND FACILITIES (WHETHER OPERATIONAL OR ABANDONED) INCLUDING, BUT NOT LIMITED TO SEPTIC TANKS, CESSPOOLS, OIL TANKS, TIRE FIELDS, RETENTION BASINS, WATER WELLS, SEPTIC TANKS, ETC. WITH THE EXCEPTION OF PUBLIC UTILITIES, I.E. ELECTRIC, GAS, WATER, CABLE AND SEWER LINE, MUST BE NOTED IN THE SECTION BELOW:

- | | |
|--------------------------------|--|
| WELL WATER | NO <input type="checkbox"/> YES <input type="checkbox"/> (If yes, explain) |
| UNDERGROUND FACILITIES (Tanks) | NO <input type="checkbox"/> YES <input type="checkbox"/> (If yes, explain) |
| SUMP PUMP | NO <input type="checkbox"/> YES <input type="checkbox"/> (If yes, must drain into yard) |
| SMOKE DETECTORS | NO <input type="checkbox"/> YES <input type="checkbox"/> (Required on every floor and in each bedroom) |
| CARBON MONOXIDE DETECTORS | NO <input type="checkbox"/> YES <input type="checkbox"/> (Required in hall outside bedrooms) |
| HOUSE PROPERLY NUMBERED | NO <input type="checkbox"/> YES <input type="checkbox"/> (Required minimum of 3 inches) |
| PUBLIC SEWER AND PUBLIC WATER | NO <input type="checkbox"/> YES <input type="checkbox"/> (Required by Ordinance NO. 880) |

IF THERE IS CONCRETE WORK TO BE DONE AT THE ABOVE PREMISES, A PERMIT MUST BE OBTAINED PRIOR TO STARTING ANY WORK. IF CONCRETE WORK IS NOT COMPLETED PRIOR TO SETTLEMENT, THE BUYER IS RESPONSIBLE FOR COMPLETING THE CONCRETE WORK. IF WORK IS NOT COMPLETED WITHIN 12 MONTHS, A CITATION SHALL BE ISSUED TO THE NEW PROPERTY OWNER.

THE WORK MUST BE INSPECTED BY A TOWNSHIP INSPECTOR BEFORE POURING CONCRETE. CALL THE CODE DEPARTMENT 48 HOURS IN ADVANCE TO SCHEDULE AN APPOINTMENT.

RESALE ADDRESS _____

The seller certifies that the property listed above has operating smoke detectors or an approved working smoke detection system. Smoke detectors must be installed, one (1) in every bedroom, one (1) outside each sleeping area, one (1) on every level of the building including the basement, one (1) carbon monoxide detector outside each sleeping area, as well as in the bedroom if a fuel burning appliance is located within. This is in compliance with the adopted International Residential Code.

I swear or affirm that by signing the Application for a Resale Certificate, I am authorized to do so on behalf of the identified property, that I performed an inspection of the property and that the information set forth in this application is true and correct as of the date of this application and I am subject to the criminal penalties and fine associated with false attestation herein.

APPLICANT’S SIGNATURE (SELLER): _____

In witness whereof, under the penalties of perjury, I hereby affix my signature this _____ day

Of _____ 20 _____. Certifying my commission expires ___ day of ___ 20 ____.

Affiant

I **(BUYER)** _____ accept responsibility to correct any
(PRINT BUYERS NAME)

outstanding violations that are not corrected by the seller subsequent to this real estate transaction including the responsibility for obtaining the necessary permits and inspections. I understand that should I fail to correct these violations within 12 months of the Resale Certificate being issued that I am potentially subject to charges and fines.

BUYER SIGNATURE: _____ **DATE** _____

In the case of an “AS IS” transaction, the Resale Certificate will be sent to all parties along with the violations. The buyer will assume ALL responsibility for completing items.