



BROOKHAVEN BOROUGH

Pennsylvania

Delaware County

2 Cambridge Rd, Suite 100, Brookhaven Pa 19015 • 610-874-2557 • permit@brookhavenboro.com

APPLICATION FOR RESIDENTIAL TRANSFER INSPECTION

Date

PROPERTY INFORMATION

Property
Address

BROOKHAVEN PA 19015

Parcel #
(if Known)

CURRENT OWNER INFORMATION

Owner
(legal Name)

Phone

Owner
Address

Contact
(if Business)

City

State

Zip

Email

BUYER INFORMATION

Buyer
(legal Name)

Phone

Buyer
Address

Contact
(if Business)

City

State

Zip

Email

AGENT INFORMATION

Agency

Phone

Realtor

Cell

Email

Agent
Address

Settlement
Date

City

State

Zip

Additional Email
for U&O (if requested)

Contact for inspection

☐

Owner

☐

Realtor

APPLICATION MUST BE RECEIVED 2 WEEKS BEFORE INSPECTION IS NEEDED
APPLICATION FEE IS \$60 PAYABLE TO BROOKHAVEN BOROUGH

Application fee includes one inspection and one reinspection if necessary. Additional inspections will be \$60 if required.

Per the Municipal Code and Ordinance Act you will either receive a U&O or,

If the property has any violations you will be issued a temporary use and occupancy certificate good for one year from settlement. The property may be occupied while repairs are taking place or,

If the property has any significant violations you will be issued a temporary access certificate good for one year from settlement. The property may not be occupied until the significant violations are repaired at which time the temporary access certificate can be converted to a temporary use and occupancy certificate good for the remainder of the year, or a use and occupancy certificate with no limitations.

You may elect to fix any noted violations and reinspect prior to issuance of any certificate.

Any Work performed to satisfy the requirements of this inspection must have appropriate permits as required by Brookhaven Borough