

ORDINANCE NO. 174 - 1999 SERIES

AN ORDINANCE OF THE TOWNSHIP OF SADSBUURY, CRAWFORD COUNTY, PENNSYLVANIA 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 SECRETARY OF THE TOWNSHIP OF SADSBUURY; PROVIDING FOR DEFINITIONS, INTERPRETATIONS AND THE PURPOSES HEREOF; AND PRESCRIBING PENALTIES FOR VIOLATION.

BE IT ORDAINED, it is hereby ordained and enacted by the Board of Supervisors of the Township of Sadsbury, Crawford County, Pennsylvania as follows:

Section 1 - PURPOSES:

This Ordinance is enacted to provide for the uniform and equitable distribution of the tax levies in the Township of Sadsbury and upon the inhabitants thereof, and to promote the health, safety, morals and general welfare of the inhabitants of the Township of Sadsbury, Crawford County, Pennsylvania.

Section 2 - DEFINITIONS AND INTERPRETATIONS:

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 Sadsbury, Crawford County, Pennsylvania, or a lessor, or a person who acts as agent for the lessor, or any improvements on real estate or any building located in the Township of Sadsbury, Crawford County, Pennsylvania.
- D. Person - Any individual, partnership, association, firm or corporation.

- E. 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 sixty (60) days.

Section 3 - REPORTS BY LANDLORDS:

Within thirty (30) days after the effective date of this Ordinance, each Landlord will submit to the Secretary of the Township of Sadsbury, Crawford County, Pennsylvania a report form supplied by the Secretary of the Township of Sadsbury, which includes the following information:

- A. List of the dwelling units and business units owned by the landlord located within the Township of Sadsbury, whether occupied or not occupied;
- B. The address of each dwelling unit and business unit;
- C. A brief description of each dwelling unit or business unit;
- D. Whether or not said dwelling unit or business unit is inhabited or utilized by tenants;
- E. Names of the tenant or tenants utilizing the aforementioned dwelling unit or business unit, if any.

Section 4 - REPORTS OF PERSONS UPON BECOMING LANDLORDS:

At 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 Sadsbury by agreement of sale, by Deed or by any other means, shall, within thirty (30) days thereafter report to the Secretary of the Township of Sadsbury the information and data set forth in Section 3 of this Ordinance and on forms provided by the Secretary of the Township of Sadsbury, Crawford County, Pennsylvania.

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 Sadsbury, Crawford County, Pennsylvania shall report to the Secretary of the Township

of Sadsbury on a report form to be supplied by the Secretary of the Township of Sadsbury 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 date was effective 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 in excess of sixty (60) days. In the event a dwelling unit was used or utilized by a tenant and then becomes vacant, this change shall also be reported to the Secretary of the Township of Sadsbury. All reports required by this section shall be made within ten days after landlord has knowledge that such a unit has a change in occupancy or has become vacant.

Section 6 - DUTIES OF THE SECRETARY OF THE TOWNSHIP OF SADSBUURY:

The Secretary of the Township of Sadsbury, under the authority of this Ordinance, shall:

- A. Maintain on file at the Sadsbury Township Municipal Building the names of the landlords owning dwelling units and business units in the Township of Sadsbury, Crawford County, Pennsylvania, said list to include the names of the current tenants of said dwelling units and business units;
- B. Maintain a supply of forms for landlords to use in making reports to the Secretary of the Township of Sadsbury as required by Sections 3, 4 and 5 of this Ordinance;
- C. Notify the Chief of Police and the Fire Chief of the Township of Sadsbury 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 be subject to prosecution before a District Justice in the same manner provided for the enforcement of summary offenses under the Pennsylvania Rules of Criminal Procedure. Any person who is convicted of violation of

this Ordinance shall be sentenced to pay a fine of not more than \$500.00, and in default of payment, to imprisonment for a term not exceeding thirty (30) days.

Section 8 - REPEALER:

All Ordinances or parts of Ordinances which are inconsistent herewith are hereby repealed.

Section 9 - 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 Sadsbury, Crawford County, Pennsylvania 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 five (5) days after the adoption thereof.

Ordained and Enacted into an Ordinance this 9th day of March, 1999.

ATTEST:

By: Linda A. Boyd
Linda Boyd, Secretary

TOWNSHIP OF SADBURY

By: Donald E. Clark
Donald Clark, Chairman

By: Richard D. Miller
Richard D. Miller

By: Linda A. Boyd
Linda Boyd