

CHAPTER 11

HOUSING

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Part 1

Movement Into and From Property

§101. Permit Required. No person, firm or corporation shall move into or remove from, or cause his personal property to be so moved into or removed from any house, dwelling or other building, within the Township of Hanover, without first having obtained a permit therefor, as hereinafter provided. (Ord. 13, §1, 10-5-64)

§102. Application for Permit to Occupy. Every person, firm or corporation seeking a permit to occupy any premises shall file an application setting forth his name, the location of the premises, the name of the owner, and his address, the nature of the proposed use of the building, any intent to store flammable or hazardous materials, and if for residence purpose, the names and ages of the occupants. (Ord. 13, §3, 10-5-64; as amended by Ord. 212, 5-11-88)

§103. Application for Permit to Remove. Every person, firm or corporation seeking a permit to remove from any premises shall file an application setting forth his name, address, the expected time of departure, the names and ages of any other members of the household who may be removing from the Township with the applicant, and there shall be attached to said application sufficient proof of payment of tax bills for the current year. (Ord. 13, §4, 10-5-64)

§104. Issuance of Permit. Upon filing of the application, it shall be the duty of the Township Manager to issue the requested permit if, in the event the application is for a permit to move into the Township, the indicated use does not violate any of the Ordinances of the Township of Hanover; or if in the event the permit is for the removal from the Township, there are no outstanding obligations due the Township, County or School District. (Ord. 13, §5, 10-5-64)

§105. Permit Fee. The Township shall be entitled to receive a fee as established by resolution of Township Council. (Ord. 13, §5, 10-5-64; as amended by Ord. 212, 5-11-88)

§106. Transporting Personal Property. It shall be unlawful for any person, firm or corporation to transport or remove its own, or the personal property of another person, which said person is moving into or removing from a house, dwelling or other building within the Township of Hanover, unless such person so moving into or removing from the said Township of Hanover shall have first obtained the permit as provided in §102 and §103. It shall be the duty of such person, firm or corporation, transporting or removing the personal property of itself or of another person to or from the Township of Hanover, to ascertain that the person, firm, or corporation whose property is to be so transported, or removed, has obtained the permit as hereinbefore required. (Ord. 13, §6, 10-5-64)

§107. Exempt Property.

1. Property Held for Manufacturing, Sale or Resale. Nothing contained in this Part shall be construed to require any owner of public personal property held for the purpose of manufacturing in the ordinary course of his business, or held for the purpose of sale or resale in the ordinary course of his business, to obtain any such permit to transport or remove such tangible personal property from or to any storehouse, warehouse, or useable place of business.

2. Hotels, Lodging or Rooming Houses. Nothing contained in this Part shall be construed as to require any hotel, lodging house, or rooming house, to obtain any such permit for the use of transient guests, or to require such transient guests to obtain a permit.

(Ord. 13, §7, 10-5-64)

§108. Penalties. Any person, firm or corporation who shall violate any provision of this Part 1 shall, upon conviction thereof, be sentenced to pay a fine of not more than three hundred dollars (\$300.00); and/or to imprisonment for a term not to exceed ninety (90) days. Every day that a violation of this Part 1 continues shall constitute a separate offense.
(Ord. 13, §7, 10-5-64)

Part 2

Landlord Tenant Reports

§201. Purposes. This Part is enacted to provide for the uniform and equitable distribution of the tax levies in the Township of Hanover and upon the inhabitants thereof and to promote the health, safety, morals and general welfare of the inhabitants of the Township of Hanover. (Ord. 212, 5-11-88)

§202. Definitions and Interpretation. As used in this Part, the following terms shall have the meanings indicated, 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 of Hanover, 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 of Hanover.

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.

(Ord. 212, 5-11-88)

§203. Reports by Landlords. Within thirty (30) days from the effective date of this Part, each landlord shall submit to the Tax Collector, a report form supplied by the Tax Collector, which includes the following information:

A. list of the dwelling units and business units owned by the landlord, located within the Township limits, whether occupied or not occupied;

B. address of each dwelling unit and business unit;

C. 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.

F. storage of hazardous substances if any.

(Ord. 212, 5-11-88)

§204. Reports by Persons Upon Becoming Landlords. After the effective date of this Part, 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 Hanover by agreement of sale, by deed, or by any other means, shall, within thirty (30) days thereafter, report to the Tax Collector the information and data set forth in §203 above, and on forms to be provided by the Tax Collector. (Ord. 212, 5-11-88)

§205. Reports of Changes in Use or Occupancy. After the effective date of this Part, each and every landlord of property within the Township of Hanover shall report to the Tax Collector on a report form to be supplied by the Tax Collector, 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 Tax Collector. 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. (Ord. 212, 5-11-88)

§206. Duties of the Tax Collector. The Tax Collector, under the authority of this Part, shall:

A. maintain on file at the Township office, the names of the landlords owning dwelling units and business units in the Township of Hanover, 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 Tax Collector as required by §§203, 204 and 205 of this Part; (Ord. 212, 5-11-88)

§207. Penalties. Any person who shall violate any provision of this Part shall, upon conviction thereof, be sentenced to pay a fine of not more than three hundred dollars (\$300.00), and/or to imprisonment for a term not to exceed ninety (90) days. (Ord. 212, 5-11-88)