

- Application must be completed in its entirety and accompanied by the \$100.00 application fee.
- All **“open” permits** must be finalized prior to issuance.
- Agents must also make clients aware of requirements for Temporary U&O which will include a “hold harmless” letter, see attached. This hold harmless letter must be signed by seller and buyer and this letter shall be notarized. If the property is banked owned, then only the buyer needs to sign the hold harmless letter.
- Agents must notify the Township, *in writing* when *any* information provided to the Township changes.
- The application form (attached) for the sewer lateral and sump pump inspection must be submitted to Bristol Township at least 30 days prior to the date scheduled for the property transfer.
- Sewer Inspection Certificate (attached) this form must also be submitted by seller and plumber and approved by this office.

**CERTIFICATION REQUIREMENT:**

**SUMP PUMP INSPECTION FOR PROHIBITED CONNECTION TO SANITARY SEWER AND VIDEO RECORDING OF SEWER LATERAL DONE BY A MASTER PLUMBER WITH A VALID PA LICENSE & INSPECTION REPORT. EFFECTIVE JANUARY 1, 2019.**

**THIS IS ONLY FOR HOMES SERVICED BY BRISTOL TOWNSHIP SEWER DEPARTMENT. THIS IS REQUIRED BY PA DEP AND US EPA.**

Township of Bristol  
Department of Building, Planning & Development

Residential Change of Occupancy Permit

2501 Bath Road, Bristol, PA 19007

(215)785-3680

FAX (215)788-8541

Application for: Change of Occupancy [X]

Sewer Lateral Certification: Yes \_\_\_\_\_ No \_\_\_\_\_

Check One

Foreclosure/Sheriff Sale: Yes \_\_\_\_\_ No \_\_\_\_\_

Check One

PLEASE PRINT LEGIBLY

**Listing Agency Name:** \_\_\_\_\_

Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Ext: \_\_\_\_\_

**PROPERTY ADDRESS:** \_\_\_\_\_ Tax Parcel No.: 05-\_\_\_\_\_

**Owner(s) Name:** \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_ Work#: \_\_\_\_\_

**Buyer(s) Name:** \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone #: \_\_\_\_\_ Cell#: \_\_\_\_\_ Work#: \_\_\_\_\_

Buyers Agent Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Ext: \_\_\_\_\_

Date of Application: \_\_\_\_\_ Settlement Date: \_\_\_\_\_

Application #: \_\_\_\_\_

**Fees:** Residential Change of Occupancy Permit.....\$100.00

Receipt #: \_\_\_\_\_

Check #: \_\_\_\_\_

Email Address: \_\_\_\_\_

Cash: \_\_\_\_\_ Visa/MC/Discover

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**HOLD HARMLESS LETTER**

WE, THE BUYERS OF \_\_\_\_\_ ACCEPT  
Property Address  
THE PROPERTY IN "AS IS" CONDITION.

WE, THE BUYERS, AGREE TO INDEMNIFY, DEFEND AND HOLD BRISTOL TOWNSHIP AND ALL OF ITS AGENTS HARMLESS FROM AND AGAINST ANY LOSS OR LIABILITY RELATING TO OR RESULTING FROM OCCUPANCY OR USE OF THIS PROPERTY.

WE THE BUYERS AGREE TO HAVE THE SEWER LATERAL CERTIFICATE COMPLETED.

**(PLEASE BE SURE THAT THIS HOLD HARMLESS LETTER IS AN ORIGINAL AND A NOTARIZED DOCUMENT)**

\_\_\_\_\_  
Seller's Signature

\_\_\_\_\_  
Seller's Name (PRINT)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Buyer's Signature

\_\_\_\_\_  
Buyer's Name (PRINT)

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**Bristol Township**  
**Building & Planning Department**  
2501 Bath Road • Bristol, PA 19007  
Phone: (215) 785-3680 • Fax: (215) 788-8541  
[www.BrisolTownship.org](http://www.BrisolTownship.org)



PENNSYLVANIA DEPARTMENT OF ENVIRONMENTAL PROTECTION MANDATES  
BRISTOL TOWNSHIP COLLECT INSPECTION REPORTS FOR ALL SEWER  
CUSTOMERS AT SALE OF PROPERTY

PA DEP is requiring the Township to collect inspection reports for its sewer customers when a home or business with a sewer connection to the Township system is to be sold.

Specifically, customers are required to provide the Township with a video recording of their sewer lateral (connection pipe of the house/business to the public sewer system); the recording must be done by a plumber with a valid PA license. Additionally, the customer must provide an inspection report from the plumber stating that there are no connections from the house's/businesses' sump pump and down spouts.

These items must be filed with the Township and the property seller must obtain from the Township a sewer inspection certificate prior to the sale of the property. The goal is to reduce the amount of rain and storm water that infiltrates into the sanitary sewer system so that the sewer treatment plant in Croydon is not needlessly overburdened. Cracks and breaks in the sewer lateral allow for rain water to penetrate into the sewage treatment conveyance lines and introduce too much water into the system.

The Township believes that this inspection program will help it meet the requirements of the sewage treatment plant mandated by DEP.

## BRISTOL TOWNSHIP

### PROPERTY SALE SEWER INSPECTION

As required by the Pennsylvania Department of Environmental Protection, the owner must have the sewer lateral inspected by a licensed plumber, that is registered with the PA Office of Attorney General prior to the sale of a property. It is recommended that this process start once the property is listed for sale due to the time it will take for completion, but no later than once a property has an agreement of sale. The inspection must be completed before the property is transferred.

The plumber must video the lateral from the house to the inlet of the main to make sure there is no water infiltration or illegal hook-ups into the sanitary sewer system by a sump-pump.

The plumber will prepare a report stating what is found and, provide a copy of a video on CD or DVD that will be given to the Township.

If a house's lateral is found to be deficient, then a permit application must be submitted and approved prior to repairs being made. Repairs must be completed prior to the occupancy of the house since without a properly functioning lateral a house is not fit for human habitation. The transfer of the property may take place prior to repair with the Township of Bristol issuing a temporary certificate of occupancy.

Once the repairs are made the plumber must submit a report stating that all deficiencies have been remediated. At that point, the Township can issue a sewer certificate and a final certificate of occupancy for the house to occupied.

TOWNSHIP OF BRISTOL  
SUMP PUMP AND SEWER LATERAL INSPECTION APPLICATION  
TO BE SUBMITTED NO LATER THAN 30 DAYS PRIOR TO SCHEDULED  
SALE- SETTLEMENT OF PROPERTY

PROPERTY LOCATION AND DESCRIPTION

STREET NUMBER AND NAME: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

DESCRIPTION OF PROPERTY: \_\_\_\_\_

\_\_\_\_\_

TAX PARCEL NUMBER: 05- \_\_\_\_\_

**Property Owners**

Names: \_\_\_\_\_

Address \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Forwarding Address (if different): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**Realtor/Agent**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**Proposed Use Of The Property**

Description: \_\_\_\_\_

I Authorize Bristol Township To Perform Sump Pump & Sewer Lateral Inspections For The Subject Property

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Bristol Township**  
**Building & Planning Department**  
2501 Bath Road • Bristol, PA 19007  
Phone: (215) 785-3680 • Fax: (215) 788-8541  
www.BristolTownship.org



Application # \_\_\_\_\_

**BRISTOL TOWNSHIP SEWER INSPECTION CERTIFICATE**

**Property for Sale (completed by Seller)**

Address: \_\_\_\_\_

Tax Map Parcel Number: 05- \_\_\_\_\_

Seller: \_\_\_\_\_ Phone # \_\_\_\_\_

Email: \_\_\_\_\_

Buyer: \_\_\_\_\_

Email: \_\_\_\_\_

Settlement Date: \_\_\_\_\_

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**Lateral Televised Inspection (completed by Licensed Plumber)**

Inspection by Licensed Plumber: \_\_\_\_\_ Date: \_\_\_\_\_

Company Name: \_\_\_\_\_ PA LIC# \_\_\_\_\_

Phone #: \_\_\_\_\_

PASSED: \_\_\_\_\_ FAILED: \_\_\_\_\_

\_\_\_\_\_ I have checked and videoed the sewer lateral of the subject property to the public system connection and found no deficiencies; there is no sump pump connected to the public sanitary sewer system.

Signature of Plumber: \_\_\_\_\_ Date: \_\_\_\_\_

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**Approval by Sewer Inspection Officer (completed by Sewer Inspection Officer)**

Based on the sewer lateral inspection results by the plumber and the sump pump inspection I hereby issue this sewer inspection certificate as per Bristol Township Ordinance #2017-6, Adopted December 7, 2017.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Comments by Sewer Inspection Officer:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_