

ORDINANCE NO. 2008 - 8

AN ORDINANCE OF THE TOWNSHIP OF MONROE, SNYDER COUNTY, PENNSYLVANIA, REQUIRING THE OWNER OR OWNERS OF APARTMENT BUILDINGS, MOBILE HOME PARKS, AND ALL OTHER RESIDENTIAL RENTAL PROPERTIES LOCATED WITHIN THE TOWNSHIP OF MONROE TO REPORT ON THE STATUS OF OCCUPANCY OF ALL PARCELS OR UNITS OF AVAILABLE RENTAL PROPERTY; PROVIDING FOR QUARTERLY REPORTS OF NEW RENTERS IN EACH PARTICULAR PARCEL OR UNIT; AND PROVIDING REPORTS FOR EACH RENTER VACATING A PARCEL OR UNIT OF RENTAL PROPERTY; AND PROVIDING FOR PENALTIES FOR VIOLATIONS HEREOF.

The Board of Supervisors takes this action pursuant to its statutory authority. This ordinance is instituted because individuals who lease or rent property are often not added to the township tax files until a census is taken. This ordinance will allow the tax office for the Township of Monroe to maintain an accurate and complete tax roll. Moreover, general health and fire safety purposes are furthered by such information.

NOW, THEREFORE, BE IT ORDAINED, by the Board of Supervisors of Monroe Township, Snyder County, Pennsylvania, as follows:

SECTION 1: Each and every owner (or owners) of any and all apartment buildings, mobile home parks, or of any and all other rental or leased properties situated within the Township of Monroe is required on or before January 1, 2009, to submit to the Township on forms provided by the Township, the number of parcels or units, including location, then being leased or available for lease, the name or names and mailing addresses and employer's name of all renters or lessees over the age of eighteen (18) occupying said rental units or parcels. No fee shall be charged for this registration.

SECTION 2: Each and every owner (or owners) of any and all apartment buildings, mobile home parks, or of any and all other rental or leased properties situated within the Township of Monroe shall file monthly reports indicating any changes in the categories set forth in Section 1. Provided, however, after the initial report of occupancy pursuant to Section 1 hereof has been filed with the Township, the property owner need only submit a monthly report in the event that there has been a change in occupancy of the rental unit or parcel; that is, if new occupants have not moved in or if prior occupants have not vacated the rental unit or parcel, the property owner need not submit a monthly report. Such monthly reports, if required, shall be filed no later than the tenth (10th) day of each month.

SECTION 3: Any person (which shall include any individual, partnership, association or corporation) convicted before a Magistrate or Justice of the Peace for violation of any of the provisions or requirements of this ordinance shall be liable to a fine or penalty not exceeding \$1,000.00 for each and every offense, imprisonment for a term not to exceed ninety (90) days, and the costs of prosecution thereof. For the purposes of this section, the failure to submit the required report for each apartment building, mobile home park, or other rental or lease property, shall be a separate offense. Each day that a violation of this Ordinance continues, shall constitute a separate offense.

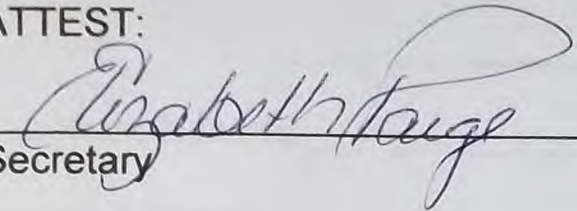
SECTION 4: If any section, clause, or sentence of this ordinance is found to be unconstitutional, illegal, or invalid, such unconstitutionally, illegality, or invalidity shall not affect or impair the remaining sections, clauses, or sentences of this ordinance.

SECTION 5. All Ordinances or parts of Ordinances or Resolutions conflicting with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION 6. This Ordinance shall become effective five (5) days after adoption.

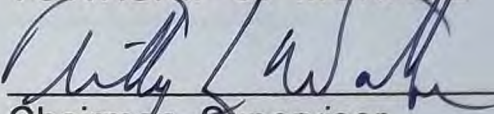
DULY ENACTED AND ORDAINED this 23rd day of December, 2008, by the Board of Supervisors of the Township of Monroe, Snyder County, Pennsylvania, in lawful session duly assembled, after public hearing following proper notice of its intent to adopt this Ordinance.

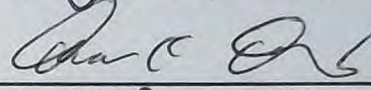
ATTEST:

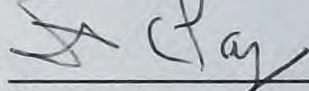

Secretary

(Monroe Township Seal)

TOWNSHIP OF MONROE

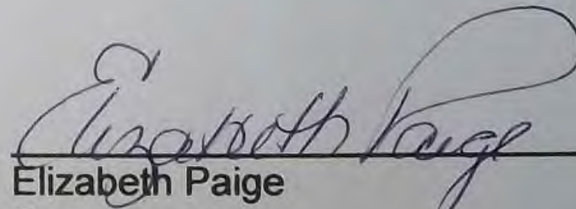
BY: 
Chairman, Supervisor

BY: 
Supervisor

BY: 
Supervisor

CERTIFICATION

I, Elizabeth Paige, Secretary of the Board of Supervisors of the Township of Monroe, Snyder County, Pennsylvania, hereby attest and certify that the foregoing is a true and correct copy of Monroe Township Ordinance No. 2008 - 8, which was duly enacted at the regular meeting of the Board of Supervisors of Monroe Township on December 23, 2008.


Elizabeth Paige
Secretary

(Monroe Township Seal)

LANDLORD REGISTRATION

Monroe Township Tenant Ordinance No. 2008 – 8

Copy on file at Township Building

MUST BE FILED WITHIN 10 DAYS OF CHANGE OF OCCUPANCY

Landlord Name _____

Landlord Address _____

Telephone Number _____

Cellular Number _____

Date _____

Effective Move-in Date _____

Effective Vacation Date _____

Forwarding Address (if vacating) _____

Tenant Name _____

Tenant Address _____

Telephone Number _____

Cellular Number _____

Mail Original to:

Monroe Township
39 Municipal Drive
Selinsgrove, PA 17870