

**The City of York
Pennsylvania**

Honorable Michael Ray Helfrich, Mayor



Economic and Community Development

101 South George Street
York, PA 17401
www.yorkcity.org

Tenant Occupied Property License Application

IF THE OWNER/OPERATOR ARE AN LLC, A RESPONSIBLE PARTY FOR SERVICE MUST BE DESIGNATED

INCOMPLETE/ILLEGIBLE APPLICATIONS WILL NOT BE ACCEPTED

PROPERTY ADDRESS:

Owner:

Owner's Address:

STREET **Email:**

CITY STATE ZIP CODE **Phone:** **Cell Phone:** **Fax:**

Operator:

Operator's Address:

STREET **Email**

CITY STATE ZIP CODE **Phone:** **Cell Phone:** **Fax:**

Insurance Company:

Policy Number: **Expiration Date:** **Coverage Amount:**

Has this property been licensed previously? Yes No

***Approved/Proposed Use Group:**

***All applications, other than R-3 single-family dwellings, that have not been previously licensed and approved must be approved by the Zoning Officer prior to a license being issued.**

FEES DUE:

All fees are **NON-REFUNDABLE** and due at the time of application. We do not participate in payment plans for license and inspection fees. Checks should be made payable to: **CITY OF YORK**. Applications should be submitted to the Bureau of Permits, Planning and Zoning, 101 S. George Street, York, PA 17405

Number of Dwelling/Rooming Units:

License Fee @ \$75:00 Per Unit:

Inspection Fee @ \$75:00 Per Unit:
Inspection fee due if not inspected within the

Late Fee :
Renewals paid after January 31st there is a late fee as required by the fee schedule.

Total Due:

I hereby make application for a tenant occupied property license for the above property. I understand that the license for this property will not be issued until the property has been inspected and meets all applicable codes and standards related to tenant occupied properties.

Signature Date