Borough of Swarthmore

Use and Occupancy Standards for Sale (Change of Ownership) of Multi-Family Dwellings and Commercial/Institutional Properties

"Applicable code" shall mean the Pennsylvania Uniform Construction Code (including the IBC Existing Building Code) and the Borough of Swarthmore Property Maintenance Code.

Please note that these regulations are for change of ownership only. Change of use requires compliance with current building codes. Please contact the Borough office for more information.

Automatic Fire Suppression and Standpipe Systems C.O. Detector	Must provide copy of most recent certification showing system is in proper working order. Certification must be within one year of inspection date.
Fire Detection, Alarm and Communication Systems	Smoke detectors: a) Interconnected hard-wired smoke detectors in any common area and any means of egress, including but not limited to hallways and entryways. b) Single-station hard-wired smoke detectors in individual dwelling units. Multiple detectors within a single residential unit must be interconnected. Manual fire alarm systems: Provide documentation certifying system is in proper working order. New alarm systems may be required as required by applicable codes.
Fire Extinguishers	a) One (1) 2-A rated fire extinguisher per floor, including basements and storage areas. b) One (1) 10-B rated fire extinguisher in each cooking area equipped with kitchen facilities. Required fire extinguishers must be visible, accessible, clearly marked and properly maintained.
Emergency Lighting/Emergency Power Generation	As required by applicable codes depending on number of units and occupancy classification of the building.
Exit Doors (Building)	Doors must be arranged to be opened readily with no more than one action from the egress side whenever the building is occupied. All exit or discharge doors must be provided with panic hardware or fire exit hardware.
Exit Doors (Units)	Doors must be arranged to be opened readily from the egress side and must be fitted with standard fire door assembly hardware. All unit doors must be 20-minute fire rated and equipped with self-closures.
Exit Signs	A readily visible sign shall mark all exits. Access to exits shall be marked by readily visible signs indicating the direction of travel where the exit or route to the exit is not immediately visible to the occupants. An exit sign shall have "EXIT" printed in plainly legible letters not less than six inches (6") in height and not less than three-quarter inches (3/4") in width.
Outside fire escapes (existing only)	Existing fire escapes must be certified by a professional engineer as to structural integrity.
Relief Valves on Boilers/ Water Heaters	Hot water heaters and boilers must have relief valves extended to within six inches (6) of the floor elevation.

Circuit Breaker Boxes	No visible safety hazards, including but not limited to open breakers.
Electrical Receptacles	Ground Fault Circuit Interrupter (GFCI) receptacles required within six feet (6) of running water, including but not limited to bathrooms, powder rooms, laundry rooms, garages, outside receptacles, pools, and saunas.
Building and Apartment Numbers	Building numbers must be affixed to the main building or upon a permanent standard, base or support between the main building and the street. Each number must be at least three inches (3") high, and shall be of such color and material to be visible from the street. Apartment numbers must be permanently affixed to the main door of each dwelling unit and be of such color and material to be visible.
Sump Pumps, downspouts and floor drains	Sump pumps and downspouts may not be connected to the sanitary sewer system. Basement floor drains connected to the sanitary sewer system must be capped or fitted with a backflow protection device. Water may not be discharged in a way that causes dangerous or flooding conditions on any sidewalk, public street, alley, or adjacent private property.
Carbon Monoxide Detectors	Carbon monoxide detectors must be installed and in working condition in every residential and/or commercial unit, with at least one unit on each floor, including basement. If the carbon monoxide detector is powered by electricity it must be secondarily powered by a battery.
Sidewalks and curbs	Sidewalks and curbs must be in safe condition. Any sidewalk block and/or curbing which is fragmented and/or deteriorated must be replaced in accordance with Borough specifications. Misaligned sidewalk slabs (1/2" or less) may be repaired by ramping.
Stairs, landings, and balconies (interior and exterior)	In conformance with applicable codes.
Opening between attached garage and residential area	Any opening between an attached garage and a residential area shall be equipped with a solid wood door not less than 1 3/8" in thickness or a 20-minute fire-rated door.
Sanitary Sewer Vents	Must be at or above grade and watertight. Vent must not present a tripping hazard or other safety concern if located within the public right-of-way.
Hedges/Shrubs	Must be sufficiently trimmed so that no part encroaches onto the public sidewalk or street or into the triangle of unobstructed vision.
Trees	Must be sufficiently trimmed so that no part projects over the sidewalk or street at a height lower than eight feet (8').
Outstanding fees	Full payment of any outstanding bills, charges, fines and fees against the property or current owners of the property.