

**BRISTOL BOROUGH
DEPARTMENT OF LICENSES AND INSPECTIONS
250 POND STREET
BRISTOL, PA 19007
215-785-4501**

**REQUIREMENTS FOR COMMERCIAL USE & OCCUPANCY PERMIT
(Sales, Re-Sales and Tenant Changes)**

*In order to obtain a Use & Occupancy Permit for the sale, re-sale and tenant change of a commercial property, the following criteria **MUST** be satisfied **prior to an Occupancy Permit being issued.***

*The following certifications **ARE** required in **ORIGINAL** form:*

- 1. A heating system certification from a PA state licensed company, attesting to the integrity of the heating system, is required for all sales and re-sales and may be required for tenant changes.*
- 2. A chimney certification from a PA state licensed company, attesting to the integrity of the chimney, is required for all sales and re-sales and may be required for tenant changes.*
- 3. An electrical certification from a PA state licensed electrical underwriter, attesting to the integrity of the electrical system (for the yentire building), is required for all sales, re-sales and may be required for tenant changes. Call Mid Atlantic at 215-322-2626 for inspection.*
- 4. A fire inspection performed by the Bristol Borough Fire Inspector (please fill out the Fire Permit Application attached to application). The fee is based on the square footage of the building.*
- 5. A building inspection performed by the Borough Inspector. Please call 215-785-4501 ext. 12 to schedule the inspection.*

*****The above requirements must be satisfied and proper documentation must be provided prior to issuance of the Occupancy Permit*****

Please allow at least 5 to 10 business days prior to arranging an inspection date.