

WARRINGTON TOWNSHIP  
YORK COUNTY, PENNSYLVANIA

ORDINANCE NO. 2002-04

AN ORDINANCE OF THE TOWNSHIP OF WARRINGTON, YORK COUNTY,  
PENNSYLVANIA, REQUIRING ALL OWNERS OF RESIDENTIAL  
RENTAL PROPERTIES TO PERIODICALLY REGISTER THEIR  
TENANTS' NAMES AND ADDRESSES AND ADDITIONAL  
INFORMATION WITH THE TOWNSHIP AND IMPOSING  
PENALTIES FOR VIOLATION THEREOF

BE IT ORDAINED AND ENACTED by the Board of Supervisors of Warrington Township,  
York County, Pennsylvania, as follows:

I. This ordinance shall be known as the Warrington Township Rental Dwelling  
Registration Ordinance.

II. Definitions:

A. Landlord is defined as the record owner, as indicated by the records in the office of  
the Recorder of Deeds in and for York County, Pennsylvania, of any real estate  
located in the Township of Warrington, which real estate is being utilized as the  
residence of one or more persons other than the landlord and his immediate  
household. The term landlord shall include natural persons, partnerships,  
associations and corporations.

B. Tenant is defined as any individual eighteen (18) years of age or older residing in  
premises owned by a "Landlord" as defined in this section. An individual may be  
a "Tenant" if residing in premises owned by a "Landlord" even if no rent or other  
consideration has been paid or agreed to be paid.

C. The Immediate Household is defined as the landlord, spouse, parents or children.

III. Landlord's Obligations

A. Within ten (10) days after any tenant has moved into a landlord's premises, the  
landlord shall obtain from the Secretary of Warrington Township, a permit for the  
occupancy of such real property by the tenant or tenants.

- B. Within ten (10) days after any tenant has vacated a landlord's premises, the landlord shall inform the Secretary of Warrington Township, in writing, of the name and address of such tenant or tenants, as well as the date on which such tenant or tenants vacated the landlord's premises.
  - C. All landlords shall notify the Secretary of Warrington Township, in writing, but shall not be required to obtain a permit therefore, within thirty (30) days after the effective date of this ordinance, of the names, addresses and approximate dates of entry of any tenant currently residing, as of the effective date of this ordinance, in the landlord's premises.
- IV. The landlord shall obtain the permit required by this ordinance by making application, on forms provided by the Township, filed with the Secretary of Warrington Township, which application shall include, but not be limited to, the following information:
- a. The name, address and telephone number of the property owner;
  - b. The name, address and telephone number of the designated local property manager, if the property owner lives outside the Township and has a property manager;
  - c. The street address of the rental property; and
  - d. The name, address and place of employment of the tenant(s) and all other occupants of the unit who are over the age of eighteen (18) or employed together with their telephone numbers.
- No fee will be paid for the issuance of the permit.
- V. The landlord shall verify permit information filed with the Secretary of Warrington Township annually by May 1<sup>st</sup> of each year. Verification shall be certified by the landlord or agent of the landlord on forms provided by the Township.
- VI. Any person, partnership, association or corporation violating any of the provisions of this ordinance shall be subject to a penalty not to exceed Six Hundred (\$600.00) Dollars per violation. It will be considered a separate violation of this ordinance for each day that the ordinance is not met by a landlord in reference to each dwelling unit of that landlord. Specifically, by way of example, if a landlord has two (2) dwelling units and files his verification of permit information not on May 1<sup>st</sup> but on May 3<sup>rd</sup> of a given year, he will have incurred two violations per day for the two days he is late in his filing. Any penalties imposed for the violation of this ordinance, if not voluntarily paid to the

Township, may be collected by the Township through civil enforcement proceedings either before a district justice or in the Court of Common Pleas in an action in equity. In any case, the court may impose daily penalties for continuing violations, court costs and reasonable attorney's fees incurred by the Township in the enforcement proceedings.


VII. This ordinance is not intended to, nor shall it be construed as limiting the right of any landlord to rent or lease residential property, or the right of any tenant or tenants or other inhabitants to occupy any residential dwelling within Warrington Township.


**This ordinance repeals Ordinance No. 90-3 and all amendments thereto.**

**ENACTED AND ORDAINED** by the Board of Supervisors of Warrington Township, York County, Pennsylvania, on the 4 day of December, 2002.

ATTEST:

BOARD OF SUPERVISORS OF  
WARRINGTON TOWNSHIP

  
Secretary

BY:   
Chairman