

**SHIPPENSBURG TOWNSHIP
CUMBERLAND COUNTY, PENNSYLVANIA
ORDINANCE NO. 2012-01**

**AN ORDINANCE AMENDING THE TOWNSHIP RENTAL LICENSE ORDINANCE,
NUMBER 95-7, AS AMENDED, BY REQUIRING OWNERS TO REPORT THE NAMES
OF TENANTS ON THE ANNUAL RENTAL LICENSE APPLICATION AND TO UPDATE
THE INFORMATION WITH THE TOWNSHIP AS NECESSARY**

It is hereby enacted and ordained by the Board of Supervisors of Shippensburg Township, Cumberland County, Pennsylvania under authority of the Second Class Township Code, 53 P.S. § 65101 *et seq.*, and other applicable law, as follows:

WHEREAS, the Board of Supervisors, pursuant to authority given them by the Second Class Township Code, (53 P.S. § 65606), enacted Ordinance 95-7 requiring that rental properties within the Township be licensed and inspected annually; and

WHEREAS, during a recent review of township ordinances the Supervisors determined that some changes in the reporting required by this ordinance would be beneficial to the Township;

NOW, THEREFORE, it is hereby enacted that Ordinance 95-7, the Shippensburg Township Rental License Ordinance, Section 4 Registration of Rental Units is hereby amended to read:

SECTION 4. REGISTRATION OF RENTAL UNITS: Registration of rental units shall be made in such form and manner in accordance with such instructions as may be furnished by the Township and shall include at least the following information:

- (a) The names, addresses and telephone numbers of the Owner or Owners of the premises; and
- (b) The name, address and telephone numbers, business and home or mobile, of the local agent; and
- (c) The address of the dwelling; and
- (d) The number of dwelling units in each building; and
- (e) The names of all tenants in each residential building, which information must be updated to the Township as changes occur in the occupancy of the rental units. This requirement shall not apply to any organization subject to the Health Insurance Portability and Accountability Act (HIPAA), such as health care facilities, residential care facilities, or supervisory care facilities.

All other provisions of Ordinance 95-7, the Shippensburg Township Rental License Ordinance, as amended, shall remain unchanged and in full force and effect.

ENACTED AND ORDAINED by the Board of Supervisors of Shippensburg Township, Cumberland County, Pennsylvania, this 3rd day of January, 2012 in session duly assembled.

SHIPPENSBURG TOWNSHIP
BOARD OF SUPERVISORS

By: 
Chairman

By: 
Supervisor

By: 
Supervisor

ATTEST


Secretary