

# Application for Change of Use and Occupancy

Borough of Dormont  
1444 Hillsdale Ave  
Pittsburgh, PA 15216  
412-561-8900



Non-Refundable Application Fee: \$100.00  
Additional fees may apply based on Scope of Work proposed.

## Property & Owner Information

Property Address: \_\_\_\_\_ Parcel Number: \_\_\_\_\_

Zoning District: \_\_\_\_\_ Use Group: \_\_\_\_\_

Owners Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Owner Address: \_\_\_\_\_

Proposed use of property: \_\_\_\_\_

## Structure Descriptions

Height of Main Structure Existing stories # \_\_\_\_\_ Proposed Stories # \_\_\_\_\_

Height of Accessory Structure Existing Stories # \_\_\_\_\_ Proposed Stories # \_\_\_\_\_

Is building currently occupied? [ ] Yes [ ] No If no, how long has structure been vacant? \_\_\_\_\_

Prior existing Occupancy/use: \_\_\_\_\_

Proposed Occupancy/use (Describe in detail): \_\_\_\_\_

## Dwelling Units (Please circle)

<b>Existing:</b>	Single Family	2 Units	3 or more Units	Mixed Use
<b>Proposed:</b>	Single Family	2 Units	3 or more Units	Mixed Use

**(IBC Section 3408 §3408.1 Conformance)** No change shall be made in the use or occupancy of any building that would place the building in a different division of the same group of occupancies or in a different group of occupancies, unless such building is made to comply with the requirements of the IBC for such division or group of occupancies. Subject to the approval of the *building official*, the use or occupancy of existing buildings shall be permitted to be changed and the building is allowed to be occupied for purposes in other groups without conforming to all the requirements of the IBC for those groups, provided the new proposed use is less hazardous, based on life and fire risk, than the existing use.

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**Additional Permit may also be required depending on the scope of work. In instances where no construction is planned, physical changes may be required to comply with applicable Building Codes. Additionally, accessibility upgrades could be required depending on the scope of changes. Please contact the Borough of Dormont Building/Code Department for farther information.**

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Date

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## Zoning (Borough Use Only)

### Type of permit:

- Occupancy
- Change of use
- Alteration
- Extension/Addition
- New Building

This Change of Use and Occupancy is for: \_\_\_\_\_

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## Approvals/Disapproval

This application is **DISAPPROVED** for Zoning by: \_\_\_\_\_

### This application is authorized in whole or in party by:

- Zoning Hearing Case No. \_\_\_\_\_ Approved  Denied  Date: \_\_\_\_\_
- Conditional Use No. \_\_\_\_\_ Approved  Denied  Date: \_\_\_\_\_
- Subdivision No. \_\_\_\_\_ Approved  Denied  Date: \_\_\_\_\_
- Site Plan No. \_\_\_\_\_ Approved  Denied  Date: \_\_\_\_\_
- Board of commissioners \_\_\_\_\_ Approved  Denied  Date: \_\_\_\_\_
- Ordinance No. \_\_\_\_\_ Effective Date: \_\_\_\_\_
- Subject to the following conditions: \_\_\_\_\_

This application is **APPROVED** for Zoning by: \_\_\_\_\_

\_\_\_\_\_  
Zoning Officer Signature

\_\_\_\_\_  
Date

*The Zoning Officer shall determine that all applicable regulations of the Ordinance for the proposed change of use or occupancy have been met prior to issuing the Certificate of Use and Occupancy.*