

# 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: \_\_\_\_\_  
Property Owners Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

---

## Building Information

Zoning District: \_\_\_\_\_ Use Group: \_\_\_\_\_  
Mixed Use Groups?  Yes  No  Separated  non-Separated  
No. of Stories: \_\_\_\_\_ Occupant Load: \_\_\_\_\_

## Type of fire protection systems:

Sprinkler System:  Fire Alarm System:  Smoke Detectors   
Is building currently occupied? [  ] Yes [  ] No If no, how long has structure been vacant? \_\_\_\_\_

---

## Building Use

Change of Use and Occupancy is for (describe the proposed activity and use in sufficient detail): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Description of **current** Building Use and Occupancy: \_\_\_\_\_  
\_\_\_\_\_

**Permission to use or occupy a building or portion of a building or to change the use of any building, structure or lot is granted only by a Certificate of Use and Occupancy, no other forms of communication, verbal or written will be deemed as granting permission to occupy. Pursuant to the provisions of the Borough of Dormont code there shall be no change in the occupancy from the existing use or portion thereof until a new change of occupancy has been approved by the Building/ Zoning Department and a certificate of use and occupancy is issued by the building code official.**

# Application for Change of Use and Occupancy

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



**Additional Permits may be required depending on the scope of work performed. The code official shall receive application and review all documents to enforce compliance with the provisions of the PAUCC and all applicable Building Codes. Accessibility upgrades will be required depending on work performed. Please contact the Borough of Dormont Building/Code Department for farther information.**

\_\_\_\_\_  
Owners Signature

\_\_\_\_\_  
Date

(Borough Use Only) Type of permit:

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

**This change of use and occupancy is for:** \_\_\_\_\_

## 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 an Occupancy.**