

Certificate of Use and Occupancy Permit

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



APPLICATION FOR USE AND OCCUPANCY PERMIT

Lot & Block No: _____
Use Group: _____

Occupancy and Use is for: (Check what applies)

New Business: \$115.00

Change of Use and Occupancy: \$100.00

Overnight Lodging (Airbnb): \$75.00

(An additional \$50.00 inspection fee will be charged upon zoning approval)

Keeping Chickens and Flightless Ducks: \$100.00 (Property Survey Required) (\$100.00 initial year-\$50.00 yearly renewal)
(Initial fee due upon submission of application)

Location of Property: _____

Applicant Information

Applicant name: _____ Phone: _____

Applicant address: _____ Email: _____

City: _____ State: _____ Zip: _____

Building Owners Information

Owner name: _____ Phone: _____

Owner address: _____ Email: _____

City: _____ State: _____ Zip: _____

Building (Business) Information

Current Use (or previous if vacant): _____ Is space vacant: Yes ___ No ___

Proposed Use: _____

(Name of Business) _____

Explain in detail what portion of structure will be occupied: i.e., space size, etc. and business or services you are providing:

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Proposed Occupancy Use

- Change in Use
- No Change in Use
- Modifying Existing Use (change of tenant)
- Temporary Certificate of Occupancy

Scope of Proposed Work to be performed (Check all that apply)

- Interior Structural Changes (moving, opening and/or penetrating walls)
- Interior Minor Changes
- Exterior Renovations
- Mechanical Work
- Electrical Work
- Sprinkler Work
- Fire Alarm Work
- Other

Estimated Cost of Construction Work: \$_____

(All Change of Use and Occupancy renovations or alterations must comply with the IBC, IEBC or Chapter 34 IBC and plans must be stamped by a Licensed Design Professional)

Description of Renovations/Repairs: _____

Design Professional (when required)

Name: _____ Phone: _____

Email: _____

Type of fire protection systems: (Check what applies)

- | | | |
|---|------------------------------|-----------------------------|
| Does the building have an existing Fire Suppression (Sprinkler) System? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Does the building have an existing Fire Alarm System? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Is the Building equipped with: Hardwired Smoke Detectors? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Manual Smoke Detectors? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Is there a Commercial Cooking Hood System installed? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Will the proposed business be installing a new sign? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

A Sign permit will be required for all signage (Temporary or Permanent))

Was the new business provided with waste & recycling containers for disposing of waste? Yes No

All Business must provide the Borough with a copy of your Haulers Contract for Rubbish and Recycling pick-up.

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(Owner's Statement-must be signed when required by the Borough of Dormont)

I _____ (signed name) certify that I own the property described above for which the occupancy is being made and the applicant has my permission to occupy and make changes to building if necessary.

I hereby agree to be bound by the provisions of the ordinances, specifications, regulations, and restrictions as may be imposed by the Borough of Dormont regarding this application. I certify that I am the owner of record, or that I have been authorized by the owner of record to submit this application and that the occupancy described has been authorized by the owner of record. I verify that this information on application is true and correct to the best of my knowledge. I understand that any false statements herein are made subject to the criminal penalties of 18 Pa. C.S. as 4904, relating to unsworn falsification of the authorities. I understand that I am to abide by the Borough of Dormont's Building/Zoning regulations and must obtain any permits and/or approval from the PAUCC and the Allegheny County Health Department if applicable.

Applicant Signature

Date of Application

For internal use only – to be completed by the Borough.

I hereby certify that this application complies with the Ordinances of the Borough of Dormont, Pennsylvania, and approve the issuing of this Permit for same.

Zoning District: _____ Lot & Block: _____ Zoning Hearing Y / N

Zoning: Approved / Disapproved

Zoning Officer's Signature

Date

Reason for Disapproval: _____

Building Official Signature

Date