

# Residential Occupancy Permits

Application for Temporary or Final Residential Occupancy

Borough of Jefferson Hills  
 925 Old Clairton Road  
 Jefferson Hills, Pa 15025  
 Phone: 412-655-7760  
 Fax 412-655-3143

Permit No. \_\_\_\_\_

<input type="checkbox"/> TEMPORARY APPROVAL	<input type="checkbox"/> NEW STRUCTURE	<input type="checkbox"/> FINAL APPROVAL	<input type="checkbox"/> EXISTING STRUCTURE
Final Inspection _____	Garbage Acct. # _____	Bin # _____	Sewage Account # _____ Rte _____
Dye Test # _____	Dye Test Date: _____	Building Permit # _____	Sewage Customer # _____

<b>PROPERTY ADDRESS:</b>	Block/Lot No: _____
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Plan/Subdivision: _____	Zoning District: _____
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**PROPERTY OWNER'S NAME:** \_\_\_\_\_

Address: _____	City: _____	State: _____	Zip: _____
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Home Phone: (    ) _____	Cell Phone: (    ) _____	Email: _____
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**TENANT'S NAME:** \_\_\_\_\_

Address: _____	City _____	State: _____	Zip: _____
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Home Phone: (    ) _____	Cell Phone: (    ) _____
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**FEE:        \$30.00**

<b>DATE PAID:</b>	<b>CHECK/CASH:</b>
CHECK NO & Bank Name/CASH REC. NO. <i>Check payable to BOROUGH OF JEFFERSON HILLS</i>	

<b>MOVE-IN DATE:</b>	<b>PROPOSED NO. OF FAMILIES:</b>	<input type="checkbox"/> Group Home <input type="checkbox"/> Single Family <input type="checkbox"/> Apt. <input type="checkbox"/> Townhouse <input type="checkbox"/> Quad/Duplex <input type="checkbox"/> Addition
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I am the new owner. By signing this form, I certify that ownership of this building has been legally transferred to myself and that I am entitled to process occupancy permit(s) or certificate(s) of occupancy for the building listed above:

Signature \_\_\_\_\_ Date \_\_\_\_\_

I am the tenant of this building. (Signature of owner must also be included.)

Signature of Tenant \_\_\_\_\_ Date \_\_\_\_\_

I certify that the property has been inspected on20 for compliance with the Uniform Construction Code. IRC Stipulations and Conditions:

Signature of Building Code Official: \_\_\_\_\_ Date Approved: \_\_\_\_\_

Office cc to:

County Assessor	Real Estate Tax Collector	PAMS	911	Business Privilege Tax Collector
Police	Refuse	WJHSD	Postmaster	New Construction
			Apartments	Tara