



Borough of Bellevue

Incorporated 1867

537 Bayne Avenue
Bellevue, Pennsylvania 15202

www.bellevuepa.org

412/766.6164 x 2316

Office of Code Enforcement

Application for Commercial Occupancy Permit

Pursuant to Ordinance #1337 & 06-08 as amended by Ordinance #11-03 of the Borough of Bellevue, the undersigned submits the following application for change for commercial unit located at:

Address: _____ in the Borough of Bellevue.

An occupancy permit is required for a commercial tenant change.

The fee is **\$100**. Payable to the Borough of Bellevue.

An occupancy inspection is required and included in the fees.

Name of Property owner: _____ Phone: _____

Address _____

Name commercial tenant: _____ Phone: _____

Business name: _____

Address _____

Property manager: _____ Phone: _____

Specifically, Prior to each and every change of ownership, use, tenancy, occupancy of any existing structure or portion thereof, the owner, agent or other person in charge of the structure or portion thereof shall be occupied or used prior to the issuance of said certificate. Prior to the issuance of a certificate of occupancy a physical inspection must be made of the property.

Failure to adhere to the requirements contained herein will subject those persons responsible to legal actions. Legal actions can include but not be limited to, fines, penalties and court costs.

Inspections must be arranged at least seventy two (72) hours in advance.