

**WASHINGTON COUNTY OCCUPANCY
& ZONING GUIDELINES**



Your KEY to Superior Settlement Services

615 5TH Avenue
Suite 301
Coraopolis, PA 15108

Ph: 724.933.6330
Fx: 888.316.7808

info@keymaxsettlement.com

***All information contained in this document is subject to change.
Please contact the municipality to verify.***

***Lien letters will not be sent to the closing company until all municipal
requirements are complete and satisfied. If they are not done in a
timely manner, it could delay closing.***

WASHINGTON COUNTY OCCUPANCY & ZONING GUIDELINES

Allenport Township – Not required at this time. To verify, call twp 724-938-7587

Amwell Township – Only required on new construction. For more information, call twp 724-222-6323

Beallsville Borough – Not required at this time. To verify, call boro 724-632-5420

Bentleyville Borough – Only required on commercial properties. Contact Code Enforcement Office at 412-851-8445

Blaine Township – Not required at this time. To verify, call twp 724-948-2157

Buffalo Township – New owner must contact the twp office after closing for occupancy permit and will need to pay a fee. For more information, call twp 724-222-2711

Burgettstown Borough – Not required at this time. To verify, call boro 724-947-2011

California Borough – Not required at this time. To verify, call boro 724-938-8878

Canonsburg Borough – Only needed if property type is changing, i.e. from single family to 2 unit, single family to commercial, etc. Seller must send a check for \$75 occupancy/\$50 zoning. For more information and to schedule, call boro 724-745-1800

Canton Township – Keymax will send a check for \$50. For more information, call twp 724-225-8990

Carroll Township – Not required at this time. To verify, call twp 724-483-7330

Cecil Township – Keymax will send a check for \$15 along with their required form. Not required on new construction. For more information, call twp 724-745-2227

Centerville Borough – Not required at this time. To verify, call boro 724-785-9206

Charleroi Borough – Keymax will send a check for \$35. Inspection needed prior to occupying the property. For more information and to schedule, call boro 724-489-4140

Chartiers Township – Keymax will send a check for \$50. For more information, call twp 724-745-6984

Claysville Borough – Not required at this time. To verify, call boro 724-663-4470

Coal Center Borough – Not required at this time. To verify, call boro 724-938-2256

Cokeburg Borough – Not required at this time. To verify, call boro 724-945-6426

Cross Creek Township – Not required at this time. To verify, call twp 724-587-3442

Deemston Borough – Not required at this time. To verify, call boro 724-267-3656

Donegal Township – Not required at this time. To verify, call twp 724-663-5800

Donora Borough – The new owner must pick up and complete form at boro office **after** closing. For more information, call boro 724-379-6600

Dunlevy Borough – The new owner must go to the boro office to complete a form after closing. For more information, call boro 724-483-3672

East Bethlehem Township – Not required at this time. To verify, call twp 724-377-1777

East Finley Township – Not required at this time. To verify, call twp 724-663-4483

Ellsworth Borough – Buyer will need to complete a form at closing and mail a check or money order to the boro. For more information, call boro 724-239-3874

East Washington Borough – Not required at this time. To verify, call boro 724-222-2929

Fallowfield Township – Keymax will send a check for \$50. New owner will need to complete form – can be done at the closing table. For more information, call twp 724-483-8700

Finleyville Borough – Not required at this time. To verify, call boro 724-348-5100

Hanover Township – Not required at this time. To verify, call twp 724-947-9109

Hopewell Township – Only required on new construction. For more information, call twp 724-345-3333

Houston Borough – Keymax will send a check for \$25/parcel. If 3 parcels or more, seller must pay. Seller or listing agent need to call the boro to schedule occupancy inspection. For more information and to schedule, call boro 724-745-4910

Independence Township – Not required at this time. To verify, call twp 724-587-3518

Jefferson Township – Not required at this time. To verify, call twp 724-947-3377

Long Branch Borough – Not required at this time. To verify, call boro 724-483-5950

Marianna Borough – Not required at this time. To verify, call boro 724-267-4449

McDonald Borough – Not required at this time. To verify, call boro 724-926-8711

McMurray – Only required on new construction. For more information, call 724-941-4180

Midway Borough – Keymax will send a check for \$25. The boro office will send closing company a form for the new owner to complete upon receipt. For more information, call boro 724-796-8700

Monongahela, City of – Keymax will send a check for \$5. For more information, call 724-258-5500

Mount Pleasant Township – Only required on new construction. For more information, call twp 724-356-7974 ext 13

Morris Township – Only required on new construction. For more information, call twp 724-222-0352

New Eagle Borough – New owner is required to go to the boro after closing, fill out a form and pay a \$5 fee. For more information, call 724-258-4477

North Bethlehem Township – Not required at this time. To verify, call twp 724-945-6141

North Charleroi Borough – Not required at this time. To verify, call boro 724-483-8431

North Franklin Township – Not required at this time. To verify, call twp 724-228-3330

North Strabane Township – Not required at this time. To verify, call twp 724-745-8880

Nottingham Township – Not required at this time. To verify, call twp 724-348-5622

Peters Township – Not required at this time. To verify, call twp 724-941-4180

Robinson Township – Only required on new construction. For more information, call twp 724-926-8700

Roscoe Borough – Not required at this time. To verify, call boro 724-938-2774

Somerset Township – Only required on new construction. For more information, call twp 724-222-0630

South Franklin Township – Not required at this time. To verify, call twp 724-225-4828

Smith Township – Keymax will send a check for \$40. Seller is required to call to schedule inspection. For more information and to schedule, call twp 724-947-9456

South Strabane Township – Not required at this time. To verify, call twp 724-225-9055

Speers Borough – The seller is required to contact Code Enforcement at 724-350-2845 or the boro at 724-483-5882 to schedule the inspection. Also needed on rental property

Stockdale Borough – Not required at this time. To verify, call boro 724-466-0637

Union Township – Keymax will send a check for \$50. Buyer needs occupancy permit prior to occupying the property. For more information, call twp 724-348-4250

Washington, City of – Not required at this time. To verify, call 724-223-4200

West Bethlehem Township – Not required at this time. To verify, call twp 724-267-4655

West Brownsville Borough – Not required at this time. To verify, call boro 724-785-2475

West Finley Township – Not required at this time. To verify, call twp 724-484-9200

West Middletown Boro – Not required at this time. To verify, call boro 724-587-3170

West Pike Township – Not required at this time. To verify, call twp 724-938-9194