

Certificate of Occupancy Search User Guide

How to Search:

Due to changes in naming conventions over the decades, PLI recommends customers use wildcard searches to retrieve data. Wildcard searches use an asterisk symbol (*) in the search field; this tells the system to look for everything before or after a series of letters or numbers. The wildcard search can be used in any of the search fields.

Examples of wildcard searches:

- * GRANT * in the Property Address field will return all Certificates of Occupancy regardless of street number or type (St, Rd, AVE).

The screenshot shows a search interface for certificates of occupancy. On the left, there's a 'Search' panel with fields for Property Address (containing '* Grant *'), Parcel Number, Permit Number, and Ward. Below these fields is a 'POWERED BY OnBase' logo. On the right, there's a 'Results' panel displaying a list of certificate records, each showing the permit number, address, and ward. The results are paginated with arrows at the bottom.

Permit#	Address	Ward
17277	205 GRANT ST	1
14642	205-211 GRANT ST	2
000039	208 GRANT ST	1
1876	209-111 GRANT ST	1
56831	210 GRANT ST	1
57182	210 GRANT ST	1
60877	210 GRANT ST	1
67245	210 GRANT ST	1
31808	2100 GRANT ST	1
17464	211 GRANT ST	1
37201	220 GRANT ST	1
50755	220 GRANT ST	1
50756	220 GRANT ST	1

- 16-Occ-* in the Permit Number field will return all Certificates of Occupancy not attached to a building permit within in the year 2016 regardless of the ending Permit number. Additionally, 16-M-* will return all Certificates of Occupancy attached to an mechanical permit within the year 2016.

Search

PLI Certificate of Occupancy
Please enter the information required to lookup the desired permit. Wildcard searches can be done using a *. For example *GRANT* in the PLI Address field will return all Permits regardless of street number or type (St, Rd, AVE).

Property Address

Parcel Number

Permit Number

Ward

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Results

- CERTIFICATES OF OCCUPANCY - Permit#: 16-OCC-00001 -- Ward 6 - COMMERCIAL OCC
- CERTIFICATES OF OCCUPANCY - Permit#: 16-OCC-00002 -- Ward 6 - COMMERCIAL OCC
- CERTIFICATES OF OCCUPANCY - Permit#: 16-OCC-00004 -- Ward 16 - COMMERCIAL OCC
- CERTIFICATES OF OCCUPANCY - Permit#: 16-OCC-00005 -- Ward 29 - RESIDENTIAL OCC
- CERTIFICATES OF OCCUPANCY - Permit#: 16-OCC-00006 -- Ward 29 - RESIDENTIAL OCC
- CERTIFICATES OF OCCUPANCY - Permit#: 16-OCC-00007 -- Ward 11 - RESIDENTIAL OCC
- CERTIFICATES OF OCCUPANCY - Permit#: 16-OCC-00010 -- Ward 20 - COMMERCIAL OCC
- CERTIFICATES OF OCCUPANCY - Permit#: 16-OCC-00012 -- Ward 14 - COMMERCIAL OCC
- CERTIFICATES OF OCCUPANCY - Permit#: 16-OCC-00013 -- Ward 6 - COMMERCIAL OCC
- CERTIFICATES OF OCCUPANCY - Permit#: 16-OCC-00014 -- Ward 20 - COMMERCIAL OCC
- CERTIFICATES OF OCCUPANCY - Permit#: 16-OCC-00015 -- Ward 22 - COMMERCIAL OCC
- CERTIFICATES OF OCCUPANCY - Permit#: 16-OCC-00016 -- Ward 14 - RESIDENTIAL OCC
- CERTIFICATES OF OCCUPANCY - Permit#: 16-OCC-00021 -- Ward 17 - RESIDENTIAL OCC

Search
Clear

Search Field Tips:

Property Address:

- Use the wildcard key in place of all street types (RD, ST, DR, etc.) i.e.- **200 Ross ***

Parcel Address:

- Parcel ID's were placed on Certificates of Occupancy in 2007. However, even if the Certificates of Occupancy that you're looking for are from 2007-Present, this search field is not available for all Certificates of Occupancy. PLI will have all Parcel IDs as a searchable field for all Certificates of Occupancy from 2007-Present within the near future.
- The Parcel is formatted as the shortened version of the Parcel ID with hyphens
 - i.e.- **55-D-135, 55*D*135, 5*-D-1*, -*D-***

Permit Number:

- The City of Pittsburgh has formatted the Permit Number on Certificates of Occupancy different ways throughout the year:
 - **1927- 2004** – Permit Number was formatted as a string of number
 - **1027, 5489, 22754, 60212, 88589**
 - **2005-2010**- Permit number was formatted two different ways:
 - 1.) The year followed by a string of numbers. i.e.- **201000496, 2010***
 - 2.) The abbreviated year with a hyphen followed by a string of numbers.
i.e.- **09-06473, 09-***
 - **2011 – Present** – Permit number is formatted two different ways:
 - 1.) If the Certificate of Occupancy is not attached to a building permit the format is as follows: Abbreviated Year-OCC-Number.
i.e.- **17-OCC-01005 , 18-OCC-* , 1*-Occ-***
 - 2.) If the Certificate of Occupancy is attached to a building permit the format is as follows: Abbreviated Year-type of building Permit-Number.
i.e.- **12-sgn-00026, 15-B-01618, 18-M-*, 13-E-***
 - i. SGN = Sign Permit
 - ii. B = Building Permit
 - iii. M = Mechanical Permit (HVAC)
 - iv. E = Electrical Permit

Using Multiple Search Fields

- You can use multiple search fields to find what you're looking for. i.e.- finding all Certificates of Occupancy that are attached to sign permits in 2012 in 12th ward

Search

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Property Address

Parcel Number

Permit Number

12-sgn-*

Ward

12

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Search **Clear**

Results

CERTIFICATES OF OCCUPANCY - Permit#: 12-SGN-00034 - 1325 WASHINGTON BLVDS - Ward 12 -

CERTIFICATES OF OCCUPANCY - Permit#: 12-SGN-00119 - 6401 PENN AVE - Ward 12 -

CERTIFICATES OF OCCUPANCY - Permit#: 12-SGN-00073 - 6425 PENN AVE - Ward 12 -

CERTIFICATES OF OCCUPANCY - Permit#: 12-SGN-00170 - 6655 FRANKSTOWN AVE - Ward 12 -

CERTIFICATES OF OCCUPANCY - Permit#: 12-SGN-00057 - 956 FREEPORT RD - Ward 12 -

CERTIFICATES OF OCCUPANCY - Permit#: 12-SGN-00023 - 970 WASHINGTON BLVDS - Ward 12 -

Note/ tips: The City of Pittsburgh does not require a Certificate of Occupancy to sell or buy a property like other municipalities surrounding Pittsburgh. This does not mean that the property meets all applicable zoning and building codes. The buyer may be required to apply for an Occupancy Permit if the current use of the structure or land is different than the current Certificate of Occupancy. To ensure that the real estate transaction meets Pennsylvania law, you must complete a Zoning Certificate request.

- Existing single-family homes may not have a Certificate of Occupancy because past regulations did not require one