



# ROSS TOWNSHIP

Allegheny County, Pennsylvania

## 2025 PROCEDURES

### COMMERCIAL NAME CHANGE & RESIDENTIAL GROUP HOME

#### Requirements for Commercial Name Change

New occupants (businesses or tenants) to a space / property that is not undergoing any renovations, has a current Certificate of Occupancy for the proposed Use & Occupancy, AND has existing compliant **Fire Protection, Means of Egress, Electrical** service and outlets, **Mechanical** ventilation and kitchen exhaust, and **Plumbing** requirements for the new proposed (tenant's) Occupancy.

Renovations are inclusive, not limited, to upgrades, changes to or replacement of electrical, plumbing, fire protection system and mechanical components, adding, relocating or removing walls, and repainting of parking lot or handicap spaces.

**If the space or building does not have a valid Certificate of Occupancy**, the tenant and/or property owner is required to hire an Architect or Professional Engineer, who is licensed in Pennsylvania, to provide the Township (signed & sealed) documentation that shows compliance with [Township Ordinance 5-107 Uncertified Buildings](#).

#### Requirements for Group Home

Permitted subject to the applicable Zoning District and limited to not more than five permanent residents and not more than two supervisors on any shift who may or may not reside in the dwelling and who provide health, social and/or rehabilitative services to the residents. The facility shall meet the minimum requirements of the sponsoring agency.

---

## INSPECTION PROCEDURES

All inspection requests are made by contacting the Township Fire Marshal.

James Hughes - 412-931-7055 x236

---

- FAILURE TO COMPLY WITH TOWNSHIP REQUIREMENTS MAY CAUSE YOUR PERMIT OR OCCUPANCY TO BE REVOKED AND/OR LEGAL ACTION MAY BE FILED.

---

**Zoning / Fire Maintenance Inspection**

INSPECTION WILL VERIFY COMPLIANCE WITH TOWNSHIP ORDINANCES RELATIVE TO ZONING AND PROPERTY MAINTENANCE OF THE PROPERTY AND SPACE WITHIN.

THE CODE OFFICIAL WILL PERFORM AN INSPECTION FOR COMPLIANCE (AFTER MOVE-IN & PRODUCT PLACEMENT). UPON A PASS RESULT OF INSPECTION, THE TOWNSHIP WILL ISSUE A "USE & OCCUPANCY CERTIFICATE".



## § 5-107. Uncertified Buildings.

1. The Building Code Official shall issue a certificate of occupancy to an uncertified building if it meets the requirements of the latest version of the International Existing Building Code or ~~Chapter 34 of the International Building Code~~, and the Building Code Official shall utilize the code for the municipality which, in his professional judgment, he deems to best apply.
2. The Building Code Official may deny the issuance of a certificate of occupancy if the official deems that a building is unsafe because of inadequate means of egress, inadequate lighting and ventilation, fire hazards or other dangers to human life or to public welfare.
3. The Building Code Official shall issue a certificate of occupancy to an uncertified building if that building meets the requirements of this section.
4. An uncertified building shall comply with the following:
  - A. **Maximum story height**, minimum allowable **construction type based on floor area, vertical opening and shaft protection**, means of egress requirements of the International Building Code pertaining to **minimum number of exits**, maximum **travel distances** to exits, means of **egress illumination**, minimum egress **widths and heights for exit doors, exit stairs, exit ramps and exit corridors**.

Waivers shall be as follows:

- (1). The Department may waive requirements for minimum egress widths and heights for exits, exit access doors, exit ramps and exit corridors if the Department determines that any nonconforming openings provide sufficient width and height for building occupants to pass through or egress the building.
- (2). The Department may waive any requirements under this subsection if:
  - (a). The Department determines a requirement to be technically infeasible; or
  - (b). The building owner demonstrates that the building met the applicable egress requirements which existed under the Act of April 27, 1927 (P.L. 465, No. 299), referred to as the "Fire and Panic Act."
- (3). A waiver shall be documented on the certificate of occupancy.

B. Fire-safety requirements of the International Building Code with respect to fire alarms, fire extinguishers, heat and smoke detectors, automatic sprinkler systems and occupancy and incidental use separations. If the code requires that a building have automatic sprinkler systems, the only buildings required to install automatic sprinkler systems shall be those buildings classified in Use Groups E (educational), H (high-hazard), I (institutional), R-1 or R-2 (residential) and those buildings which have occupied floors more than 75 feet above the lowest level of Fire Department access. Buildings in Use Groups R-1 and R-2 which do not have occupied floors more than 75 feet above the lowest level of Fire Department access may, instead of installing automatic sprinkler systems, install hard-wired, interconnected heat and smoke detectors located in all lobbies, corridors, equipment rooms, storage rooms and other spaces that are not



# ROSS TOWNSHIP

Allegheny County, Pennsylvania

## 2025 PROCEDURES

normally occupied. If construction began on a building prior to May 19, 1984, there is no requirement for the installation of automatic sprinkler systems under this subsection. If construction of a building began after May 18, 1984, automatic sprinkler installation required under this subsection shall be completed within five years of the effective date of this subsection, or an occupancy permit issued under this subsection shall be invalid.

Waivers shall be as follows:

- (1). The Department may waive any requirements under this subsection if:
  - (a). The Department determines a requirement to be technically infeasible; or
  - (b). The building owner demonstrates that the building met the applicable fire-safety requirements which existed under the Fire and Panic Act.
- (2). A waiver shall be documented on the certificate of occupancy.

C. Accessibility requirements as follows:

- (1). If construction of a building began before September 1, 1965, no accessibility requirements shall be imposed.
- (2). If construction of a building began after August 31, 1965, and before February 18, 1989, and if the building was subject to the requirements of the former Act of September 1, 1965 (P.L. 459, No. 235), entitled "An act requiring that certain buildings and facilities adhere to certain principles, standards and specifications to make the same accessible to and usable by persons with physical handicaps, and providing for enforcement," it shall have:
  - (a). At least one accessible entrance;
  - (b). An accessible route from the accessible entrance to any public spaces on the same level as the accessible entrance; and
  - (c). If toilet rooms are provided, at least one accessible toilet room for each sex or a unisex toilet room, complying with the accessibility requirements of the International Building Code.
- (3). If construction of the building began after February 17, 1989, all accessibility requirements of the International Building Code shall be met.

5. Structural requirements shall not be imposed unless the Department determines that the building or a portion of the building has defects which are dangerous as defined in the International Existing Building Code. The Department may impose only those requirements minimally necessary to remove any danger to the building's occupants.
6. A building owner may file an application for a variance from this subsection concerning accessibility with the advisory board under § 5-106. A building owner may file an application for a variance from this subsection concerning other standards.

The application must be filed with the Industrial Board if any of the following apply:

- A. The building is located in a municipality where the Department has jurisdiction.



# ROSS TOWNSHIP

Allegheny County, Pennsylvania

## 2025 PROCEDURES

- B. The building is a state-owned building. As used in this subsection, the term "state-owned building" means a building owned or constructed for commonwealth entities consisting of the General Assembly, the Unified Judicial System, the Pennsylvania Higher Education Assistance Agency, an executive agency, an independent agency and a state-affiliated entity or state-related institution, as defined in 62 Pa.C.S.A. § 103 (relating to definitions).
- 7. A building subject to this subsection shall be permitted to maintain its current occupancy as long as the owner demonstrates reasonable efforts to comply with this section.
- 8. An uncertified building which was built before April 27, 1927, shall be deemed a certified building for purposes of this section.

---

### § 27-202 Definitions. Group Home.

- A. A dwelling where room and board is provided to not more than five permanent residents, including and limited to dependent children (excluding those adjudicated by the criminal court system), mentally retarded or physically handicapped persons of any age or elderly persons, 62 or more years of age, who are in need of supervision and specialized services and no more than two supervisors on any shift who may or may not reside in the dwelling and who provide health, social and/or rehabilitative services to the residents. The services shall be provided only by a governmental agency, its licensed or certified agents, or any other responsible nonprofit social services corporation and the facility shall meet the minimum requirements of the sponsoring agency.
- B. A group home shall be considered a single-family dwelling and shall be authorized wherever a single family dwelling is permitted subject to the requirements of the district applicable to single-family dwellings.

### Table of Use Regulations - RTCO 27, Attachment 1

Zoning District, B. Institutional and Recreational Uses, Group Home

- R-1 – Permitted
- R-2 – Permitted
- R-3 – Permitted
- R-4 – Permitted
- R-5 – Permitted
- C-3 – Permitted
- C-1 – Not Permitted
- C-2 – Not Permitted
- I-1 – Not Permitted
- MXO – Not Permitted