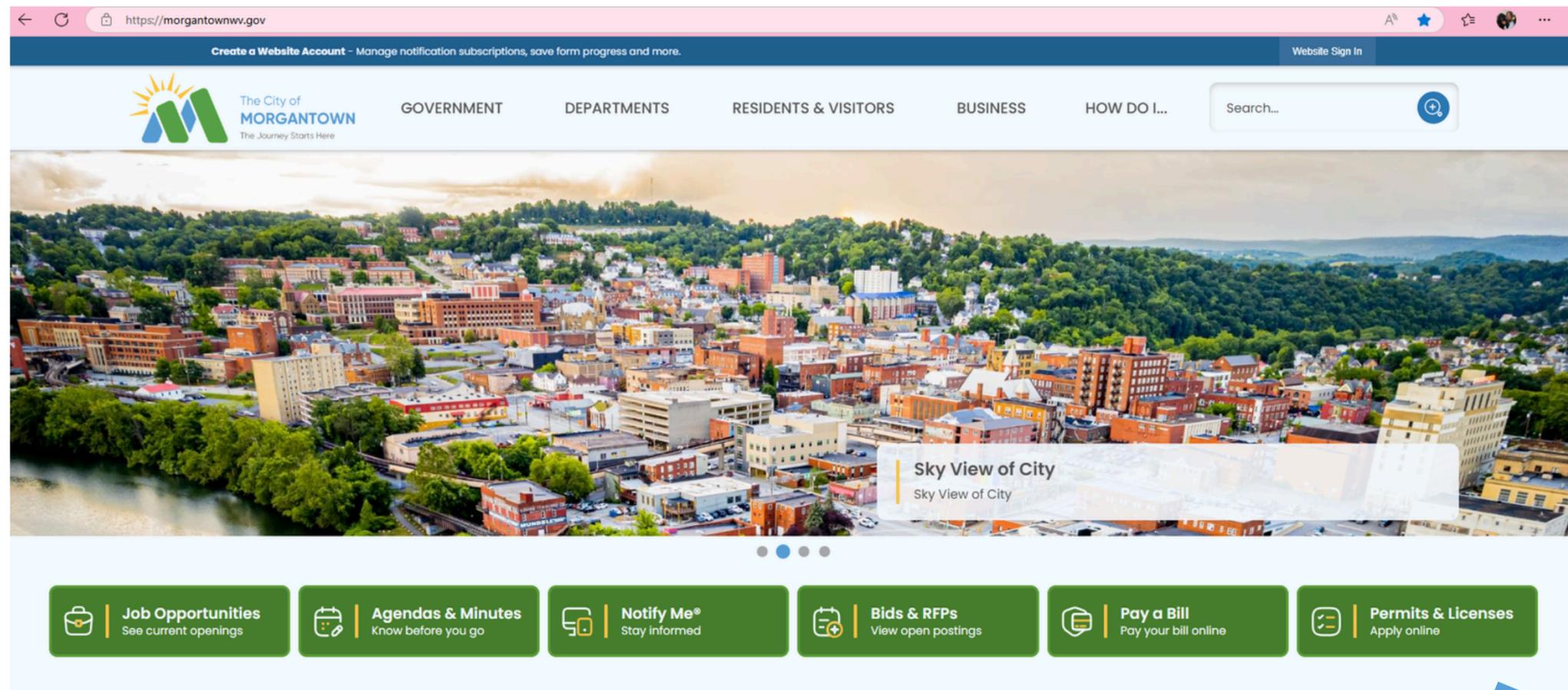
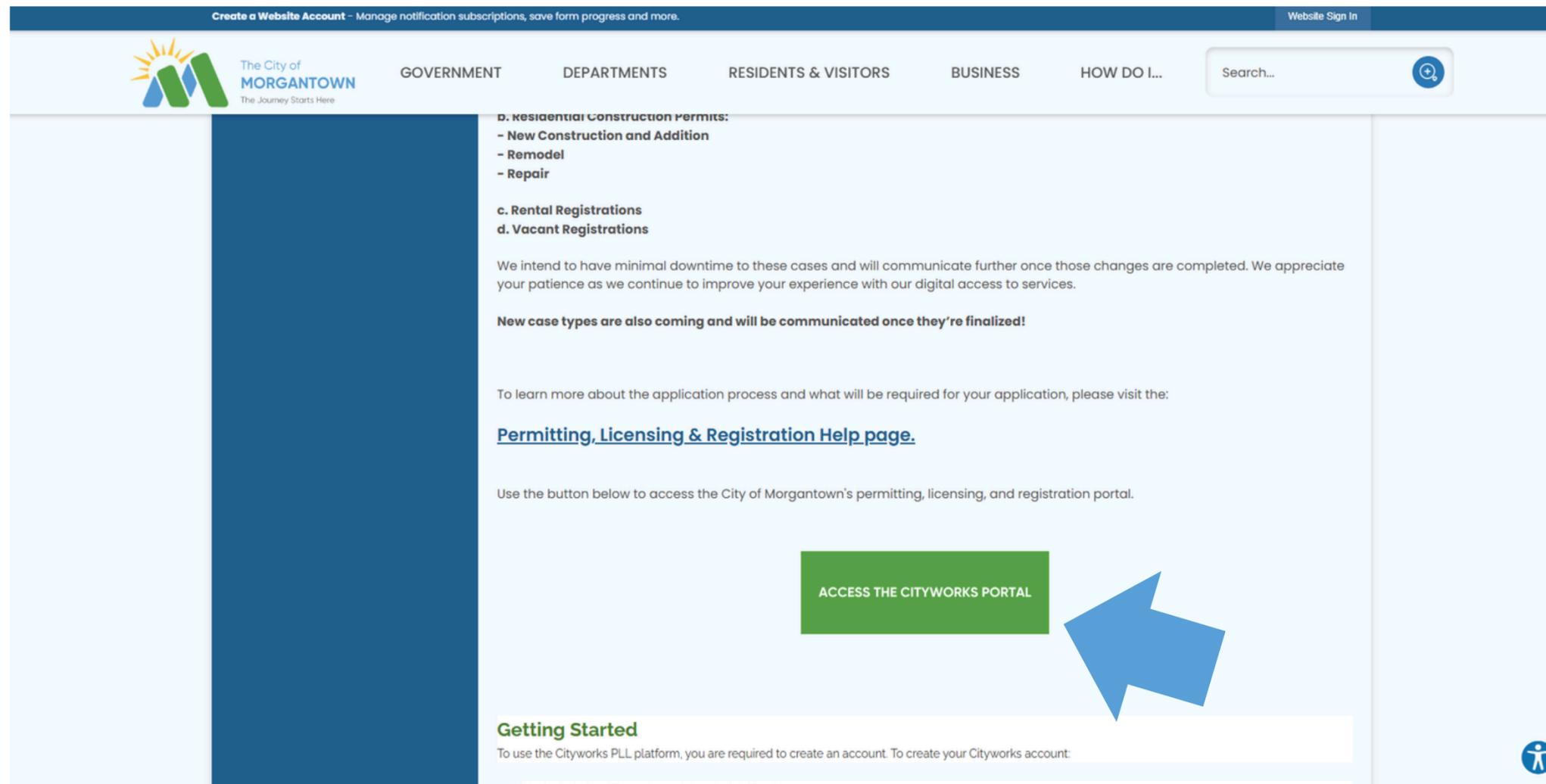


How to apply for a Change of Occupancy





- **Navigate to MorgantownWV.Gov homepage**
- **Select Permits & Licenses**



- **Select Access The CityWorks Portal. The direct link is <https://app03.cityworksonline.com/> .**

Welcome to the Morgantown Cityworks Portal. This is your one-stop shop for construction permits, business licenses, planning and zoning applications, registrations for rental properties and vacant structures, and more. You can electronically apply, check the status of your application, pay fees, and communicate with City staff all from this portal!

Log in with your email address and password below. If this is your first time visiting this site, please create an account by clicking "Sign Up" to begin the process. You will receive an email to activate your account before you will be allowed to log in. Please follow the instructions in the email to finish creating your account. If you do not receive an email, please check your spam filter and whitelist emails from cityworksonline.com.

If you need assistance, please visit us at City Hall at 389 Spruce Street.

Login

Don't have an account? [Sign Up](#)

Username

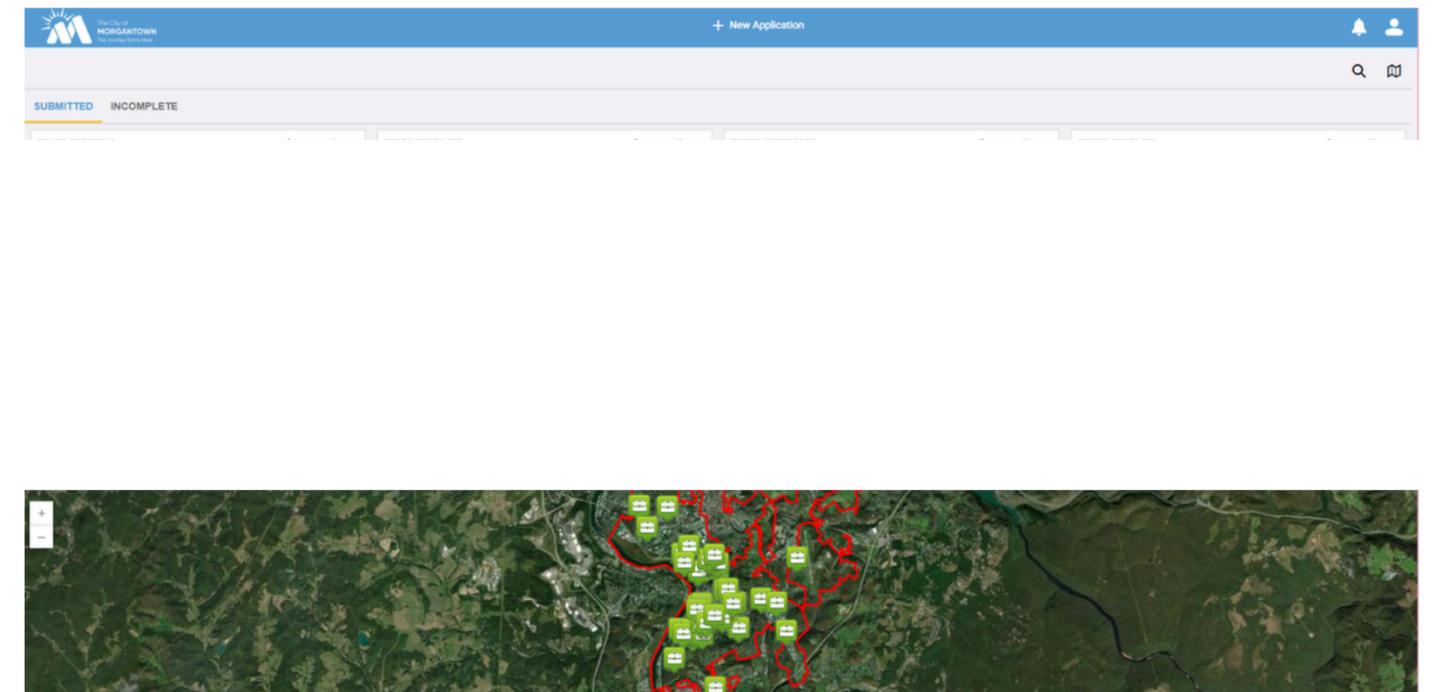
Password

[Login](#)

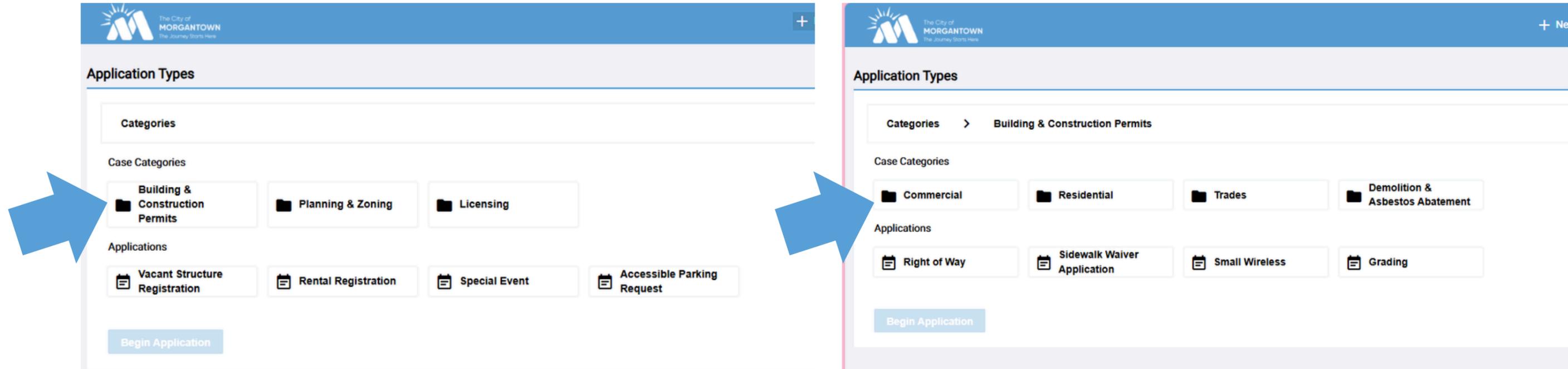
[Forgot Password?](#)

7.4.0

Please see our [PLL Help Page](#) to learn more about the types of applications available within our Cityworks Portal.



- **Login / Sign Up for an account.**
- **At the very top of your screen, select New Application.**



- **Select Building & Construction Permits**
- **Select Commercial**

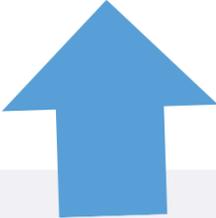
Application Types

Categories > Building & Construction Permits > Commercial

Applications

- Commercial New - Fence
- Commercial New - Retaining Wall
- Commercial New - Swimming Pool
- Commercial New - Driveway or Sidewalk
- Commercial New - Deck or Ramp
- Commercial New - Accessory Structure
- Commercial New - New Construction
- Commercial Remodel/Repair
- Commercial New - Sign
- Change of Occupancy
- Fire Alarm System
- Fire Range Hood
- Fire Suppression Sprinkler
- FM200 System
- Commercial New - Addition
- Commercial Roof/Awning

Begin Application



- **Select Change of Occupancy**

The City of MORGANTOWN
The Journey Starts Here

+ New Application

Application: Change of Occupancy

1 Main ⓘ

Project Name 0 / 80

Location 0 / 100



Cancel Clear Next

2 People

3 Contractor

4 Data Group

5 Attachment

6 Payment

- Complete the application

**Please contact our office
should you have any
questions.**

304-284-7401

