



Pittsburgh City Planning Design Review

DESIGN REVIEW

SUBMISSION REQUIREMENTS

GENERAL REQUIREMENTS

First, each project must submit a completed Development Review Application. The application is available on the City Planning website and at the Zoning Counter at 200 Ross Street, 3rd Floor. (If details of the project change during the design review process, the applicant can update the Development Review Application when the design is finalized.) Then, before the design review process can begin, the applicant must provide the initial submission documentation, as outlined below. Each project must also submit a written statement describing the project and design concepts. PDF submissions are requested, but hard copy documents are acceptable for the initial submissions.

Following this initial review, City Planning staff will notify the applicant of what type of review their project will undergo and which set of submissions are required. Submissions must be made electronically either via email or provided on cd. Submissions must be received at least 7 business days before a meeting with an applicant's project on the agenda. If this documentation is incomplete or late, the applicant is notified and the project held until documentation is complete. Submissions are not complete unless plans and images clearly convey the design and surrounding context. In special instances, select requirements may be waived by City Planning staff.

For meetings where a project presentation is required, such as CDAP, the applicant must bring a copy of their submissions in a presentation (powerpoint or pdf) format. The computer and projector are provided.

For questions or more information, contact William Gregory, Planner 2 (Design Review), at william.gregory@pittsburghpa.gov or 412-255-2470 Ex. 4.

PRE-APPLICATION MEETING (OPTIONAL)

The following are usually most helpful to have at this optional meeting:

- Location map
- Site plan, including adjacent context
- Labeled photos of surrounding context
- Elevations of all sides visible from a street
- Landscaping plan

SUBMISSIONS REQUIREMENTS

Please submit as much of the following as possible with the Development Review Application:

- Location map
- Site plan, including adjacent context
- Labeled photos of surrounding context
- Elevations of all sides visible from a street
- Landscaping plan
- Streetscape elevations showing the building elevations with context
- Materials information or board
- Massing studies or 3-D Model
- Any alternative site or massing designs considered
- Perspectives, as available

REGULAR CDAP MEETING

The applicant must submit:

- Updates to any items previously submitted
- Any of the items listed above that may not have been submitted earlier
- **Streetscape elevations showing the building elevations with context**
- Items identified through the Staff Design Review due to the particulars of the project and/or the site

CDAP WORKSHOP

The applicant must submit:

- Location map
- Site plan, including adjacent context
- Labeled photos of surrounding context
- Elevations of all sides visible from a street
- Massing studies or 3-D Model
- Any alternative site or massing designs considered

HIGH WALL SIGN (STAFF OR CDAP REVIEW)

The applicant must submit:

- Site plan indicating where the sign is located
- Elevation illustrating sign on building
- Section drawing illustrating how sign is attached to the building
- Description of lighting and materials of sign
- View of sign from important vantage points
- Alternative locations considered