



Pittsburgh Department of City Planning

SITE PLAN SURVEY REQUIREMENTS

WHAT IS A SITE PLAN?

A Site Plan graphically shows the existing and proposed improvements on a site, be it natural, man-made and/or legal features on the parcel of the subject development.

WHY DOES IT HAVE TO BE SUBMITTED TO A ZONING ADMINISTRATOR?

The purpose of a Site Plan is to provide sufficient data for proper evaluation and determination by the Zoning Administrator of zoning compliance in accordance with the provisions of Section 922.01.D of the Zoning Code. Site Plans may be subject to [Site Plan Review](#) and may be in conjunction with [Design Review](#).

IN WHAT FORMAT SHOULD A SITE PLAN BE SUBMITTED?

All new construction and parking occupancy permits require a stamped survey. Hand-drawn Site Plans can only be submitted for occupancy permits for existing structures. The Site Plan needs to be submitted on a sheet size no larger than 11" x 17", at a standard scale. A common scale is 'one inch equals 20 feet' (1:20); however, 'one inch equals 16 feet' (1":16') is acceptable. One copy of the plan will be required with any application for an occupancy permit.

DOES MY SITE PLAN NEED A SURVEY DRAWING?

Any Site Plan involving new construction—including accessory garage, curb cut, deck, new single-family dwelling, or involving any floor area expansion—must be submitted on a **stamped and sealed survey drawing**.

WHAT INFORMATION IS REQUIRED IN THE SIMPLIFIED SITE PLAN?

Simplified Site Plans are required for identifying the intended use or occupancy of a particular lot, the construction or alteration of any accessory structure, or for all extensions and additions to existing primary structures less than 2,400 square feet in area. They shall show the following information:

1. Name of the property owner
2. Date the plan is prepared
3. Existing and proposed property lines with dimensions
4. Name of development, if applicable
5. North arrow and scale
6. Names of all streets and ways around the lot
7. Street address

8. Location, height and dimensions of existing and proposed structures around the site including porches, stoops, chimneys, signs, light fixtures, garbage cans and dumpsters, as well as distances they are set back from property lines, streets, or rights-of-way
9. Location, height, and dimension of any parking areas with distance from buildings and property lines
10. Location and dimension of existing and proposed driveways and curb cuts, with surface materials designated
11. Details about existing and proposed planting for screening and landscaping
12. Location, height, and dimensions of existing and proposed above-ground and under-ground utility lines and facilities
13. The name of the nearest intersecting street and distance, in feet, if a curb cut is required

WHAT INFORMATION IS REQUIRED IN THE DETAILED SITE PLAN?

Detailed Site Plans shall be required for the construction or alteration of all principal structures above 2,400 square feet in area and all signs and shall show the following information:

1. All details as included in the Simplified Site Plan
2. The width of all rights-of-way (streets and ways) adjacent to the subject lot
3. Lot number of subject property and abutting lots
4. The name of the Plan of Lots and the Recorded Plan Book Volume and Page
5. Existing and proposed contours
6. Location and type of existing and proposed street fixtures such as utility poles, street lights, traffic signals and signs, parking meters, fire hydrants, and sewer basins
7. All existing and natural ground cover and trees (an inventory of types and quantities identified by their common or scientific names)
8. Base flood elevation data
9. Existing and proposed streets and walkways, with surface material designated

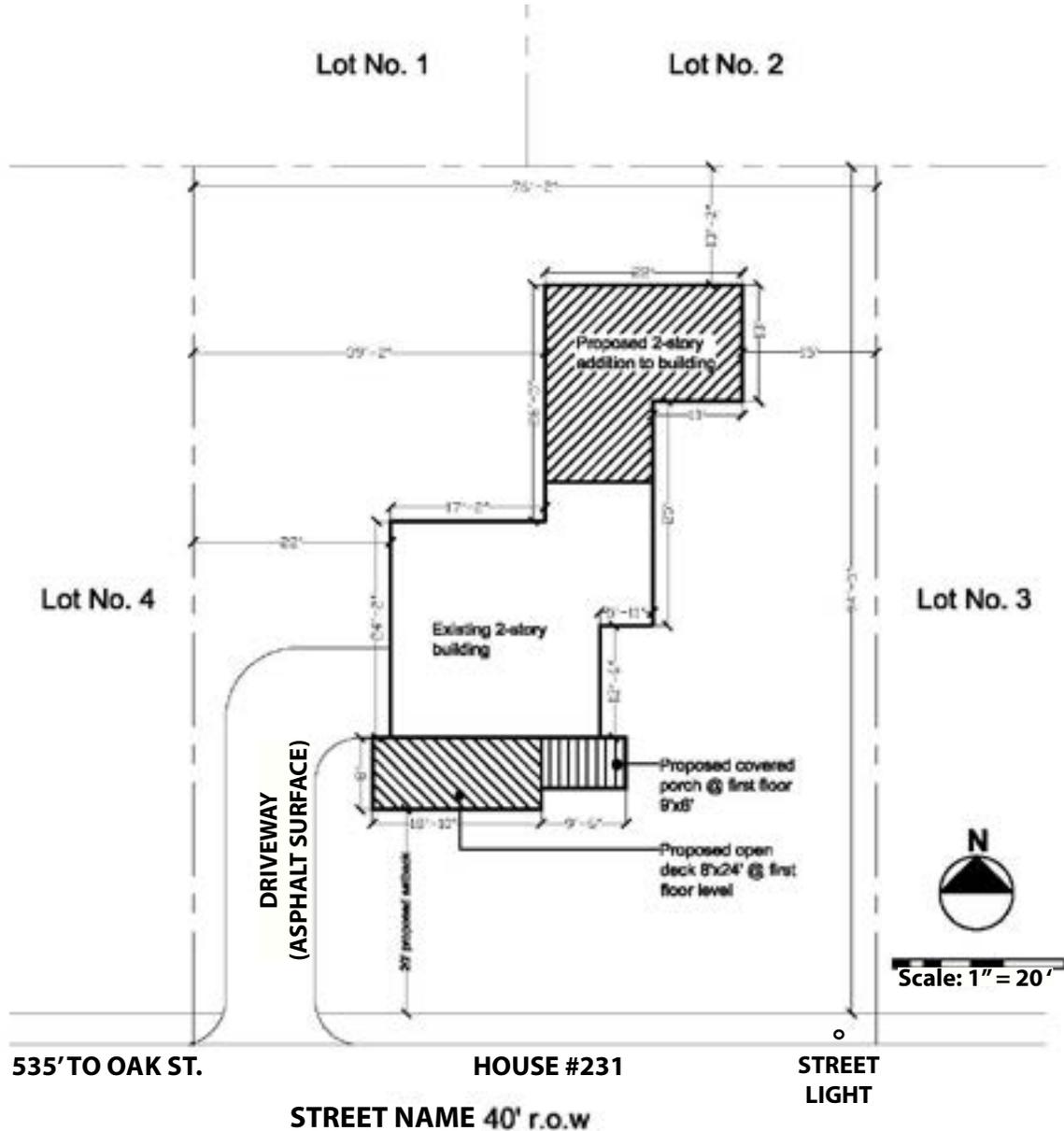
FOR MORE INFORMATION

Please see the Sample Simplified Site Plan on the other side of the handout. For additional information, visit the Zoning Counter at 200 Ross Street, 3rd Floor, from 8am to 3pm weekdays or call 412-255-2246.



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PLOT PLAN

PROPERTY OF
 JOHN AND JANE DOE
 14TH WARD CITY OF PITTSBURGH
 ALLEGHENY COUNTY, PA
 LOT AND BLOCK 123-A-123
 MARCH 12, 2013