



Pittsburgh Department of City Planning

2019 FEE RESTRUCTURING FAQ

WHY A NEW FEE STRUCTURE?

Fiscal Choice Inc conducted a User Fee Study for the City of Pittsburgh in the winter 2017-2018. The Department of City Planning is restructuring its fees for 2019 to meet the recommendation from this study that fees better align with the cost of the services involved in the fee activity. The two big changes are:

- A simplified fee structure based upon the review activity
- New fees for pre-application meetings, re-reviews, and large historic district nominations

WHEN DO THE NEW FEES GO INTO EFFECT?

Any complete application or request submitted before January 1, 2019, will be assessed fees according to the fee schedule in effect for 2018. Any application or request submitted starting January 1, 2019, will be assessed fees according to the 2019 fee schedule.

WHAT'S DIFFERENT ABOUT THIS SCHEDULE?

The fees are based upon the activities involved in the review and aligned with the cost of the staff time. The changes include:

- Site Plan Review fee: flat fee per application instead of a formula based upon the scope of work
- Zoning Review with Planning Commission: flat fee per each component of the review process (staff review, Planning Commission review, staff posted notice (if applicable), and City Council review (if applicable)) instead of a formula based upon scope of work
- Advertising & non-advertising sign fees: flat fee per application instead of per square feet of signage
- Antenna fee: flat fee per application instead of per antenna
- Historic Review commercial fees: flat fee per application instead of per lineal feet
- Administrator Exception fee: flat fee per notice instead of per type of use
- Zoning Board of Adjustment fee: flat fee per hearing instead of per type of request
- Master Plan fee: flat fee per type of Master Plan instead of per size of plan area
- Consolidation/subdivision review fee: flat fee per application instead of per lots created

WHERE IS THE ZONING FILING FEE?

The Zoning Filing Fee has been replaced by the applicable Zoning Review fee. All applications that require zoning approval will have either Basic Zoning Review, Site Plan Review, or Zoning Review with Planning Commission.

WHERE IS THE ZONING CERTIFICATION FEE?

The Zoning Certification form provides more than just zoning information and has been renamed Property Certification to reflect all the information provided.

ARE THE FEES CUMULATIVE?

Yes, the fees are cumulative and all applicable fees will be assessed.

Example 1:

A project requires Site Plan Review, a Zoning Board of Adjustment hearing, and a Stormwater Management Plan Review. The total Planning review fees for this project would be \$1800 (\$750+\$500+\$550).

Example 2:

A business is applying for new storefront signs in a Historic District and requires Basic Zoning Review. The total Planning review fees for this project would be \$1110 (\$60+\$1000+\$50).

Example 3:

A project that includes a Conditional Use is submitted, requiring Zoning Review with Planning Commission including two staff posted notices and review by City Council. The total Planning review fees for this project would be \$3800 (\$750+\$1500+\$400+\$400+\$750).

HOW IS THE RE-REVIEW FEE APPLIED?

Each revision submitted after the first two revised submissions will be charged the re-review fee. Also, each revision that requires zoning review after final zoning approval has been issued will be charged the re-review fee.

WILL THE FEE SCHEDULE CHANGE AGAIN?

Yes. The Department of City Planning plans to re-evaluate the fees regularly to make sure they continue to align with the cost of staff effort involved in the review activities.