



PLI PERMIT FEE RESTRUCTURING FAQ

EFFECTIVE: MAY 1, 2019

CONSTRUCTION PERMIT TYPES

WHAT'S CHANGING: All Commercial Building, Residential Building, Demolition, Electrical, HVAC, Sprinkler and Alarm, Sign, and Land Operation Permits will now be calculated based on the CONSTRUCTION VALUE OF THE PERMIT.

BASE FEE	\$5.00 per every \$1,000 of the construction value.
MINIMUM COST	The minimum cost of a residential permit is \$100 , and the minimum cost of a commercial permit is \$550 .

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- **WHAT'S THE CONSTRUCTION VALUE OF MY PROJECT?** To calculate your construction value, add up the cost of materials and labor to complete your project.
 - This cost would not include professional fees or surveys, or any work completed that does not require a permit, such as finish work, like painting, new flooring, cabinets and countertops, etc.
 - If one job requires multiple permits, the construction value is determined by the scope of work to be completed under that particular permit.
 - - **EXAMPLE:**
If a project requires a building permit and an electrical permit:
 - Do not include the cost of electrical work in the cost of the building permit.
 - Do not include the total cost of the renovation in the cost of the electrical permit, only electrical work.



MORE INFO: check out the *Work NOT requiring a permit* page, along with general info on building permits on our website @ www.pittsburghpa.gov/pli/pli-permits

WHAT SHOULD I EXPECT TO PAY WHEN I SUBMIT MY APPLICATION?

If plan review is required: 40% of the base fee will be paid when you submit your application. The balance will be due when the permit is issued. Please consult our website for more information on the plan review process.

No plan review: you'll pay the total cost of the permit, as we can process and issue the permit at the time of application.



PLI BULLETINS

MORE INFO: see the *Standard Permit Application Bulletin* on our website @ www.pittsburghpa.gov/pli/pli-bulletins

AMENDED PERMIT FILING FEE

COST: The fee to amend your permit is 20% of the new base fee determined by the revised total cost of your construction value. This fee applies even if the total cost of your construction value does not increase.

WHEN IT APPLIES: If the approved scope of work of your project changes after your permit has been issued, you will need to AMEND YOUR PERMIT. This includes changes to construction documents, work description, or the description of the permitted occupancy use.



PLI BULLETINS

MORE INFO: see the *Amended Permit Procedures Bulletin* on our Bulletin page @ www.pittsburghpa.gov/pli/pli-bulletins

ARE THERE ADDITIONAL FEES?

Yes, the Digital Record Retention fee, as well as the State Education and Training Fund (SETF) apply to all issued permits, including amended permits, occupancy permits, and occupant load. Other fees will depend on the type of permit and other factors. Please consult the table on page 3.

ALL ADDITIONAL FEES ARE PAID AT THE TIME OF PERMIT ISSUANCE

ALL FEES ARE NON-REFUNDABLE

COST	FEE TYPE	REQUIRED?
\$5.00	Digital Record Retention Fee, Flat Fee Per Permit	Yes, paid per permit, each time a permit is issued
\$4.50	Statue Education And Training Fund Fee	Yes, paid per permit, each time a permit is issued
\$3.00	Document Retention Fee, per page of paper submitted over 8' X 14"	Case specific, paid fee per page of paper document submitted larger than 8' x 14" (In addition to \$5.00 Document retention fee per permit)
20% of base fee of new construction value	Amended Permit Filing Fee	Case Specific, required when the scope of work changes
20% of base fee Min residential: \$100 Min commercial: \$550	Unpermitted Work Penalty Fee	Case specific, paid when permit is issued
\$150.00	Multiple Plan Review Penalty Fee	Case specific, applied after 3 failed plan reviews
\$150.00	Multiple Re-Inspection Penalty Fee	Case specific, applied after 3 failed inspections
*Additional Zoning Fees may apply, please consult the Zoning Fee Schedule @ pittsburghpa.gov/dcp/fees		

PENALTY FEES

MULTIPLE PLAN REVIEW FEE (\$150.00)

WHEN IT APPLIES: The multiple plan review fee is applied after a third failed plan review is issued by a PLI plans examiner, and collected at the time of permit issuance.

MULTIPLE RE-INSPECTION FEE (\$150.00)

WHEN IT APPLIES: The multiple re-inspection fee is applied after a third failed plan review is issued by a PLI plans examiner, and collected at the time of permit issuance.

UNPERMITTED WORK PENALTY FEE

COST: 20% of base fee (\$5.00 per \$1000 of construction value). Minimum cost of this penalty for residential permits is \$100, and the minimum cost of this penalty for commercial permits is \$550.

WHEN IT APPLIES: If you have been issued a violation for work without a permit, the unpermitted work penalty fee will be applied at the time of permit issuance. This penalty fee may be applied at any point prior to the closing of a permit.

ADDITIONAL SERVICES

THIRD PARTY AGENCY DISCOUNT

COST: *Discounted 15% off of the base fee*

WHEN IT APPLIES: Currently the third party agency discount is applied when an electrical inspection is completed by a third party agency, rather than a PLI electrical inspector.

OVERTIME INSPECTION (UPON REQUEST)

COST: *\$50 an hour, three hour minimum. The minimum cost of an overtime inspection is \$150.00.*

WHEN IT APPLIES: Not possible to meet your inspector during the day? Need a system test completed after business hours? If you would like to request a PLI inspector visit your construction site outside of regular work hours (7:15am – 4:15pm), you may request an overtime inspection.

COMING SOON: ACCELERATED PLAN REVIEW

The May 2019 fee schedule update allows PLI to offer expedited plan review services at the Department's discretion. Due to current capacity, it is unlikely that this service will be offered in May with the roll out of the new fee schedule. PLI will give notice when this service is expected to become available.

WHY A NEW FEE STRUCTURE?

A User Fee study was conducted in the winter of 2017-2018 by a fiscal consultant, Fiscal Choice Inc. PLI is restructuring its fees for 2019 to meet the recommendation from this study that fees better reflect the actual cost of the city staff time and resources it takes to issue a permit, license, or complete an inspection.