



DIRECTIONS

NEW! This form is no longer required if you are filing online! At OneStopPGH, you can create an account and file online, including paying fees. Please visit: <http://pittsburghpa.gov/onestoppgh/>

This application form is for: All Zoning and Development Review Projects. Please be sure to include all applicable PLI applications and attachments.

For Master Plans, Zone change petitions, or Historic Nominations, please request a Pre-Application meeting with the staff.

Directions: Applicant must complete all information accurately and completely for processing.

- Complete one application per project. All processes will be associated with this application form.
- **The basic application fee is \$50 per application due at the time submission.** Check or money order accepted, payable to "Treasurer City of Pittsburgh". Credit Card accepted at the OneStopPGH Counter. Additional fees may be incurred with additional levels of review, public hearings, posting, etc. For the full Fee Schedule, see <http://pittsburghpa.gov/dcp/fees>
- Submit this application form, fee, and attachments to the OneStopPGH Counter, or mail to:
Attn: Zoning and Development Review Application
Dept. of Permits, Licenses, and Inspections
200 Ross St, Suite 320
Pittsburgh, PA 15219-2014

MANDATORY PRE-APPLICATION MEETING REQUEST

A Pre-Application Meeting Request is required for projects meeting or exceeding the following thresholds. You can schedule this using OneStopPGH online portal at <http://pittsburghpa.gov/onestoppgh/> or you can submit at the OneStopPGH Counter. Staff will follow up to schedule the meeting or advise on next steps in the process.

Please check all that apply for this project:

- \$100,000 for Exterior Renovations on *Commercial* Building Permits
- Any new *commercial structures* or additions of 5,000 square feet or greater
- Any application with more than 20 parking spaces
- Any Master Plan/Rezoning Application
- Any Historic Nomination
- Any Zoning Protest Appeal
- Any Advertising Sign
- None of these apply

PROFESSIONALLY STAMPED PLAN REQUIREMENT

- This scope of work DOES NOT INCLUDE ANY of the following:**
 - New construction
 - Addition to existing building
 - Accessory structures (excluding fences or residential HVAC)
 - New or revised parking spaces
 - Ground-mounted or marquee/projecting sign

If this application includes any of these uses or scopes, then a professionally stamped site plan from a licensed architect, surveyor, or engineer is required.

**ADDITIONAL INFORMATION
(REQUIRED AS APPLICABLE)**

1. PRIMARY BUILDING INFORMATION

New Commercial Square Footage : _____
 Renovated Commercial Square Footage: _____
 New Dwelling Units: _____
 Hotel Rooms: _____

2. PARKING INFORMATION

Total Car Spaces: _____ Total Bike Parking Spaces: _____
 New Car Spaces: _____ Total On-Site Loading spaces: _____
 New On-Site Loading spaces: _____ Total Commercial Parking spaces: _____

3. LANDSCAPE INFORMATION

Street Trees: (has) Existing (providing) New (any) Removed, Total BDH: _____

4. STORMWATER MANAGEMENT (SWM) INFORMATION

Area of Disturbance (SF) Total: _____ Total Impervious Surface (SF) Total: _____
 Impervious Area Managed (SF) Total: _____ Volume Capacity of System Total: _____

3. SIGN INFORMATION

Type of sign(s): Commercial/Business Public Destination Neighborhood Gateway
 Illumination: Internally Illuminated Externally Illuminated Not Illuminated

	Sign #1	Sign #2	Sign #3	Sign #4
Total Size of Sign (SF)				
Grade to Bottom of Sign (FT)				

APPLICANT INFORMATION

APPLICANT INFORMATION:

Property Owner's Name: _____
 Applicant Name: _____
 Applicant Address: _____
 Applicant Contact (**EMAIL**): _____ (PHONE): _____

My signature (below) certifies that all information provided as part of this application is correct and that I am authorized by the legal property owner to make this application.

Applicant or Owner Signature: _____ Date: _____