



Pittsburgh Department of City Planning

DRIVEWAY / CURB CUT REQUIREMENTS

WHAT IS THE FIRST STEP IN THE PROCESS TO APPLY FOR A DRIVEWAY/CURB CUT?

To start the process, please file a Zoning and Development Review Application from the [OneStopPGH](https://onestoppgh.com) online portal and upload the site plan. After creating an account on [onestoppgh.pittsburghpa.gov](https://onestoppgh.com), click on "Planning Applications" then "Zoning Development Review Application". A \$50 filing fee is required to submit the application, paid via credit card or e-check. (Please note a service charge will apply).

Hard copy applications and checks may still be mailed or dropped off at the OneStopPGH Counter, 200 Ross St, Suite 320, Pittsburgh, PA 15219, open daily from 8 am to 3 pm. If hard copy drawings are filed, please note that the largest size Zoning can accept is 11" x 17". Checks are made payable to "Treasurer, City of Pittsburgh".

If the curb cut is for a garage or other structure requiring a building permit, apply for the building permit through the OneStopPGH online portal. From the home page, click on "Permits" and then "Building Permit". For questions on this process, please email pliapptech@pittsburghpa.gov. Fees will apply.

Zoning will review the application to determine if it meets the requirements of the Zoning Code. If additional approvals are required, such as an Administrators Exception or a variance, Zoning staff will notify you and explain the process. If the meets all requirements, Zoning will give approval conditional upon the Department of Mobility and Infrastructure (DOMI) approval.

WHAT NEEDS TO BE ON MY SITE PLAN?

The site plan **must** identify the location and size of the proposed parking space, carport, or garage; or other new use or structure that is the reason for the curb cut request. In addition, the site plan must include the following:

- Stamp of surveyor, engineer or architect
- Property location and address
- Contact information for owner/applicant
- Proposed curb cut width and side dimensions to property lines
- Location and type of new or existing street fixtures (utility poles, traffic signals, etc.)
- Type of street paving (asphalt, brick, etc.)
- Type of existing curb

- Type of sidewalk, current condition and width
- Street width

WHAT IS THE NEXT STEP?

After making the application in Zoning, proceed to DOMI, 611 Second Ave, 2nd Floor, to apply for the curb cut permit. Hours are weekdays 7 AM to 3 PM. You must bring:

- ZDR record number, such as DCP-ZDR-2019-01234
- The plan Zoning approved conditionally
- For residential applications: Undated check or money order for \$75
- For commercial applications: Undated check or money order for \$15 per linear foot

WHAT IS INVOLVED IN THE DOMI PROCESS?

DOMI will review the application and do their on-site evaluation. General requirements include:

- Maximum curb cut width is 36 feet.
- Adequate site distance for safe vehicular ingress and egress must be provided.
- Parking will not be prohibited opposite applicant's driveway to facilitate access.

If approved, three additional feet on either side of your driveway will be considered a no parking area.

After DOMI approves the curb cut, they will contact the applicant to pick up the permit. For more information on DOMI's process, please contact Bobbie Abbondanza at 412-255-0840 or bobbie.abbondanza@pittsburghpa.gov.

WHAT IS THE FINAL STEP?

After receiving the approved curb cut permit from DOMI, you must upload this documentation to your application at the [OneStopPGH](https://onestoppgh.com) portal or bring this paperwork back to the OneStopPGH counter at 200 Ross Street 3rd floor. Zoning will then issue a Record of Zoning Approval (ROZA) approving the curb cut. Follow up on building permit as necessary.

WHEN CAN I START WORK?

No work may occur until Zoning, DOMI, and PLI have approved the application.

FOR MORE INFORMATION

Please contact the Zoning staff reviewing your application or email zoning@pittsburghpa.gov.