Legislation Details (With Text)

File #:	2018-0334 **Version:** 1		
Type:	Ordinance	**Status:**	Passed Finally
File created:	3/29/2018	**In control:**	Committee on Land Use and Economic Development
On agenda:	4/3/2018	**Final action:**	7/31/2018
Enactment date:	7/31/2018	**Enactment #:**	26
Effective date:	8/6/2018		
Title:	Ordinance amending and supplementing the City of Pittsburgh Code, Title I ("Administrative"), Article I ("General Provisions"), Chapter 107 ("Permits and Licenses Generally") with respect to permit/license application procedures and corresponding fees, effective immediately following passage.		
Sponsors:			
Indexes:			
Code sections:			
Attachments:	1. Summary 2018-0334		

Date	Ver.	Action By	Action	Result
8/6/2018	1	Mayor	Signed by the Mayor	
7/31/2018	1	City Council	Passed Finally	Pass
7/25/2018	1	Standing Committees	Affirmatively Recommended	Pass
5/9/2018	1	Committee on Hearings	Post Agenda Held	
4/18/2018	1	Standing Committees	Held for Cablecast Post Agenda	Pass
4/10/2018	1	City Council	Read and referred	
4/3/2018	1	City Council	Not introduced	

Ordinance amending and supplementing the City of Pittsburgh Code, Title I ("Administrative"), Article I ("General Provisions"), Chapter 107 ("Permits and Licenses Generally") with respect to permit/license application procedures and corresponding fees, effective immediately following passage.

The Council of the City of Pittsburgh hereby enacts as follows:

Section 1. The Pittsburgh Code, Title I ("Administrative"), Article I ("General Provisions"), Chapter 107 ("Permits and Licenses Generally), is hereby amended and supplemented as follows:

§ 107.01 - ISSUANCE PROCEDURE.

Unless otherwise specifically provided for, when any permit or license is mandated by any provision of this Code, the procedure for issuance shall be as follows:

(a) *Formal application required.* Every person required to obtain a permit or license shall submit an application to the department which has jurisdiction over the subject matter of the permit or license.

(1) *Form of application.* The application shall be ~~a written statement~~ upon forms provided by the appropriate director, and such forms ~~shall~~ **may** include a sworn affidavit. **Forms furnished by the**

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department which require electronic submission shall contain electronic authorization(s) that are binding.

(2) *Content of application.* The application shall require the disclosure of all information which the appropriate director finds to be reasonably necessary for a fair determination of whether to issue the permit or license.

(3) *Payment of fees.* The application shall be accompanied by ~~the full amount of the~~ fees due for such permit or license. **Fees at application may include the application fee or the full amount of fees due for such permit or license. The appropriate director shall determine the time of payment and schedule of fees. The full fee for any permit or license shall be remitted prior to issuance of such permit or license.**

(b) *Receipt issuance conditional.* Whenever a permit or license cannot be issued at the time an application is made, the appropriate director shall issue a receipt to the applicant for the money paid in advance, subject to the following conditions: the receipt shall not be construed as approval of the appropriate director for the issuance of the permit or license; nor shall it entitle or authorize the applicant to commence, maintain or conduct any business or activity contrary to the provisions of this Code.

(c) *Duplicate permit or license procedure.* A duplicate permit or license shall be issued by the appropriate director to replace any previously issued permit or license which has been lost, stolen, defaced or destroyed, without any willful conduct on the part of the permittee or licensee. The permittee or licensee shall file an affidavit sworn to before a notary public of the Commonwealth attesting to such fact and pay to the appropriate director of ~~five dollars ($5.00).~~ **an amount prescribed in the departmental fee schedule posted.**

(d) *Application denial and fee refund.* The appropriate director, upon disapproving any application submitted under the provisions of this Code, shall ~~refund to the applicant all fees paid in advance.~~ **create a refund policy where applicable.**

(e) *Compliance pending legal action.* When the issuance of a permit or license is denied and an action is instituted by the applicant to compel its issuance, such applicant shall not commence, maintain or conduct any activity for which the permit or license was refused unless such is issued to him pursuant to a court judgment ordering the same.

§ 107.02 - FEE.

Unless otherwise indicated in any provision of this Code, prior to the issuance of any permit, or license, the applicant shall pay a fee ~~of fifteen dollars ($15.00).~~ **as prescribed by the appropriate department fee schedule.**

§ 107.03 - SURETY BOND FOR PROPERTY DAMAGE.

Prior to the issuance of any permit or license requiring work that may injure any City street, or other public property, an approved surety bond shall be filed with the Department of Public Works in an amount the Director estimates to be twice the amount of any potential injury to such property.

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