



Pittsburgh Department of City Planning

LOT CONSOLIDATION AND SUBDIVISION REQUIREMENTS

WHAT ARE CONSOLIDATIONS AND SUBDIVISIONS?

A consolidation is when two or more lots are joined together legally to create a new single lot. A subdivision is when a lot is legally separated into more than one lot.

WHY MAY I BE REQUIRED TO CONSOLIDATE?

Reasons for consolidation include:

- For tax reasons, so that a property owner receives only one bill.
- To conform to the building code, which does not allow construction across a lot line.
- For zoning requirements, such as to keep accessory structures such as a garage on the same lot as the primary structure.

HOW ARE CONSOLIDATIONS AND SUBDIVISIONS APPROVED?

Planning Commission approval is required to complete a consolidation or subdivision for projects with 50,000 sq. ft. or more of total lot area, or for subdivisions which create eight (8) or more new lots. Consolidations or subdivisions with less than 50,000 sq. ft. in area can be approved administratively by staff. Hearings to consolidate and subdivide are held by the Planning Commission on a bi-weekly bases, on Tuesday afternoons at 412 Boulevard of the Allies, Lower Level Conference Room.

DO I NEED A SURVEYOR?

Yes, the county will not accept your plan for recording if it is not stamped by a licensed professional.

IS THE PLANNING COMMISSION AGENDA PUBLIC?

The Planning Commission agenda is [available on the Department of City Planning website](#). The public is invited and encouraged to attend and testify on projects which impact their neighborhood.

WHAT IS THE SUBMISSION PROCESS?

Please submit a Consolidation/Subdivision Request through the OneStopPGH portal (onestoppgh.pittsburghpa.gov). Please include the consolidation/subdivision plans with your submission.

SHOULD THE APPLICANT ATTEND THE HEARING?

Applicants are more than welcome to attend the hearing, but in most instances the review and report made by staff is more than sufficient to answer any questions proposed by the Commission.

HOW LONG DOES THIS PROCESS TAKE?

The entire process from making an application to receiving approval takes approximately four to six weeks.

HOW MUCH IS THE FEE?

The fee is \$175 with a \$2 technology fee. The fee can be paid through the OneStopPGH portal and will be due at time of application. There is an additional \$25 fee for applications requiring Planning Commission approval.

WHAT HAPPENS WHEN A CONSOLIDATION/SUBDIVISION IS APPROVED?

After the Consolidation/Subdivision is approved, Zoning Staff will email the signed plan to the Allegheny County Real Estate Department. Staff will notify the applicant to pick up the paper copy of the plan at 542 Forbes Avenue. Any incomplete signature lines can then be completed and the plans returned to the Allegheny County Real Estate Department for recording.

FOR MORE INFORMATION

For any additional information please email subdivisions@pittsburghpa.gov.