COREY O'CONNOR
MAYOR

JEFF SKALICAN
DIRECTOR

CITY OF PITTSBURGH
DEPARTMENT OF MOBILITY & INFRASTRUCTURE
CITY-COUNTY BUILDING

Night Work Notification Requirements

The City of Pittsburgh Department of Mobility & Infrastructure (DOMI) will approve night work only in limited instances. Night work may be requested in high volume areas and instances where the scope of the work would have significant impact on traffic. Night work should be limited in residential areas as much as possible (defined as having residential uses within 250 feet of the proposed work).

Requesting Night Work

When night work is requested, the applicant should submit a permit with a request for night work. The permit should be submitted **3 weeks** or more in advance to ensure time for review and stakeholder notification.

DOMI will confirm that night work is necessitated by the location and/or scope of the work and will evaluate the impact of the request on nearby uses.

Dependent on the location and scope of work, daytime work may be required. If DOMI confirms that night work is acceptable and approves the proposed dates, the permit will be sent back to the applicant with a request for them to notify all stakeholders within 250 feet of the work.

Stakeholder Notification

The applicant is expected to notify the Council Office, Registered Community Organizations (if applicable), and all property owners, businesses, and residents within 250 feet. It is up to the applicant to identify the appropriate contacts and method of notification to ensure the information reaches the appropriate parties. Effort should be made to contact not just the owners of the buildings but also building managers and/or tenants as applicable. Stakeholders should be notified at least 10 days in advance. If an applicant has not contacted stakeholders at least 10 days in advance, the work dates will need to be revised.

Once notification is complete, the applicant should fill out and sign the stakeholder notification attestation (see page 2) upload it to the permit in OneStop, and resubmit. DOMI will then approve the permit for the work to occur.

Amendments

If any changes to the work dates occur, due to weather or other unforeseen circumstances, the applicant should provide prompt notification to the impacted stakeholders. If an amendment is required, an updated stakeholder notification attestation should be provided.

Stakeholder Notification Attestation

Applicant Information:

Permit number:_____ Contact name:_____

Contact phone:_____ Contact email:_____

Information provided to stakeholders:
Streets/Blocks Contacted:

Owner and Tenant Notification Log						
	# Contacted	**Methods of Notification & Date** *Write last date of contact for all that apply*				
		Meeting	Email	Phone Call	Site Visit	Door Hanger
Property Owners						
Residents						
Businesses						

Organizations and Council Office Notification Log						
			Methods of Notification & Date			
	Organization/ District	**Contact(s):**	Meeting	Email	Phone Call	Site Visit
Council Office(s)						
Registered Community Organization(s)						
Other						

Attestation:

I certify that the information provided in this form is true and accurate to the best of my knowledge. I further certify that the applicant identified above confirmed notification with the listed entity or representative concerning the project matter described in this form.

Authorized representative signature: _____

Printed name: _____ Date: _____