



Opening Permit Information Sheet (General Excavation)
Department of Mobility and Infrastructure
January 2025

At a Glance

- A person or company must apply for an Opening Permit to open the street or sidewalk for excavation in the right-of-way.
- Multiple street openings can be placed on the same application if they have the same work dates and traffic control plan. When entering multiple openings on one permit, the applicant must submit a plan for review with the application.
- Opening and restoration work must comply with City standards found in the Right-of-Way Procedures Manual.
- When applicable, applicants must reference the associated Construction Management Plan (CMP), Maintenance and Protection of Traffic (MPT) Plan, or Right-of-Way (ROW) Improvement Plan in the description of work. Providing the approved Building & Development Application (BDA) or ROW Improvement Plan number **at the time of application** will allow for efficient review.
- If a "No Parking" sign is issued as a part of the permit, the sign must be posted at the site at least 48 hours before the start of the permit period.

Required Documents

- A bond for the amount set by the Director of DOMI, in consultation with the City Solicitor, dependent on the amount and cost of work to be performed (*required at application unless contractor requests and is approved by DOMI to maintain an annual bond in the amounts listed in the ROW Fee Schedule*)
- A copy of the applicant's insurance certificate (*required at application unless contractor maintains annual General Liability insurance in the amounts listed in the ROW Fee Schedule*)
- An 11" x 17" plan drawn to scale that shows the location and extent of work in the right-of-way (*required if multiple openings are on the application or if the work involves more than 30 linear feet of opening*). Submitted through OneStopPGH as "DOMI Other Plan"
- A description of the traffic obstruction plan (*required at application*)
- A Maintenance and Protection of Traffic (MPT) Plan (*optional at application but may be required for issuance if a travel or parking lane will be blocked for 18 days or more*)
- A utility survey or proof of utility coordination (*may be requested before issuance*).

See the department's *Document Guide* at <https://pittsburghpa.gov/domi/row-info> for more details.

Information Needed for Application

- Applicant name and contact information
- Contractor name and contact information (if the applicant is not doing the work). **Note:** all contractors are required to be registered with the City through OneStopPGH and must maintain valid bond and insurance when required for the permit
- Description of work including the purpose and exact location of the opening(s);
- Work site address. If the work site does not have an address, a location name (block) and cross streets are required;
- Length and width of the opening(s), note length is measured parallel to the roadway;
- Total Roadway Impacted (if multiple openings), sum the lengths of all proposed openings and include that number here (where street/sidewalk openings overlap, just include the longest).
- Start and end dates of work.

Fees

Opening Permit (<25 linear feet)

- Base Fee: \$245 due at application, \$95 due at issuance
- Extension Fee: \$60

Opening (25-100 linear feet)

- Base Fee: \$340 due at application \$190 due at issuance
- Extension Fee: \$75

Opening (>100 linear feet)

- Base Fee: \$460 due at application, \$315 due at issuance
- Extension Fee: \$90

The following conditional fees may also apply:

- Major Obstruction Fee: \$85
 - Applies if the permit duration is over 18 days.
- Primary Road Full Closure: \$60 per month
 - Applies when work requires full closure of a [primary roadway](#).
- Primary Road/Business District Fee: \$30 per two-weeks
 - Applies when work is located on a [primary roadway](#) or within a [business district](#).
- Signal Review Fee: \$30
 - Applies when work is within 100 feet of a signal and not within a designated parking space.
- Signal Modification: \$600
 - Applies when work requires modification to a traffic signal.
- Deficiency Fee: \$90
 - Applies after two subsequent failed inspections and/or immediately for non-compliance with approved traffic control plan.
- Parking Meter Fees:
 - The applicant must contact the Pittsburgh Parking Authority if metered parking spaces are impacted by the proposed work and must pay all applicable meter fees.

Permit Duration and Extensions

- Opening (<100 linear feet):
 - Initial duration of up to 56 days with up to an additional 56-day extension.
- Opening (>100 linear feet)
 - Initial duration of up to 84 days with up to an additional 84-day extension.
- Additional extensions may be granted on a case-by-case basis, if work has already started. Applicant must write a letter providing the reason for the additional extension. Standard extension fees will apply.

Application/Review/Inspection Process

- The applicant can select preferred start and end work dates. The applicant will be notified within three (3) business days from the time of application if the application is incomplete. DOMI reserves the right to follow up with the applicant to request additional information if needed.
- Once all application information is verified as complete and received, the applicant should allow one (1) week for DOMI to review the permit application and make a determination of whether to approve or deny it.
- The permittee must request three (3) DOMI inspections for the permit:
 - A pre-work inspection,
 - An opening inspection, and
 - A final inspection after restoration is complete.

See the department's *Inspections Guide* at <https://pittsburghpa.gov/domi/row-info> for details on each inspection.