# **Uptown Partners Real Estate, Design, and Development [REDD] Review Protocol**

The Real Estate, Design, and Development (REDD) Review is the process for providing engagement between potential developers and the Uptown community. Uptown Partners’ staff in addition to the REDD Committee review proposed planning to ensure that developments and re-developments are beneficial to existing residents and future residents now and in the future.

Participation in the REDD Review Protocol is **required** for any development project in Uptown **prior to** any required public hearing before any of the following City authorities:

* Zoning Board of Appeals [ZBA]
* Planning Commission
* City Council
* Historic Design Review [HRC]
* Art Commission

Any development in Uptown involving any (1) of the following items is **STRONGLY ENCOURAGED to participate in a REDD Review:**

1. New structure(s) greater, than or equal to 2,400 square feet
2. Additions to existing structure(s) greater, than or equal 2,400 square feet
3. New construction that includes four (4) or more new residential dwelling units
4. All demolition requests
5. New or existing parking area containing ten (10) or more parking stalls
6. Use Variances
7. URA Exclusive Negotiations with a Developer (prior to executing a contract)
8. Zoning Map Amendments
9. Project Development Plans
10. Planned Developments – PDP or FLDP
11. Master Development Plans
12. Institutional Master Plans
13. Historic Review Commission Hearing
14. Art Commission Hearing

Any development in Uptown involving any (1) of the following items should **AT LEAST BE SHARED** **with Uptown Partners’ Staff** for REDD review and consideration**:**

1. Structures involving exterior alterations costing more than $100,000 USD.
2. Interior renovations where four (4) or more dwelling units are created
3. Every new, enlarged or reconstructed advertising sign
4. Every new or enlarged parking area
5. Exterior alterations where those alterations have visible impact on the proximal public realm
6. Every new use of property

# **REDD Committee Review**

This is typically a 3-Step process; however, UP reserves the right to expand the process and/or request additional meetings on a case-by-case basis.

**STEP 1: SUBMIT DOCUMENTATION** for initial reviewwhich thoroughly describes the proposed development.

**Submissions should include the following:**

1. **Existing and Proposed Site, Building, and Floor Plans** – Please include the appropriate scale to clearly communicate the design intent of the development and surrounding context.
2. **Photo(s)** of the project site and surrounding area as they stand prior to development.
3. **Proposed Exterior Elevations** and/or renderings indicating height, massing, and materials. Include surrounding context where applicable.
4. **Project Budget** which includes the total project budget broken down into sources and uses.
5. **Financial Capability** – verification that this project has or will have funding to carry out the development plan
6. **Compliance with EcoInnovation District Development Guide** –Demonstrate to the best of your knowledge how the project will adhere to the development goals set forth in the EcoInnovation District Plan.

Send inquiries and submissions to:

**SABREENA MILER**
Real Estate & Development Manager
Uptown Partners of Pittsburgh
smiller@uptownpartners.org | (412) 586-7037

Comments and/or questions will be returned to the applicant within 10 business days.

**STEP 2: SCHEDULE A MEETING** – A meeting will be scheduled following Uptown Partners’ review.

**STEP 3: REDD** **COMMITTEE REVIEW AND RECOMMENDATION** – All information and submissions will be shared with the REDD Committee and this committee will make a recommendation to the Uptown Partners board of directors. The applicant may be asked to attend a REDD Committee meeting depending upon the need for further detail and the size and potential impact of the proposed development. These requests are made on a case-by-case basis.

**STEP 4: BOARD REVIEW & VOTE** –Following the REDD Committee recommendation, the Uptown Partners board of directors will vote in support of, in support of with conditions, or in opposition to the development plan. A letter that reflects this decision would be sent to the City.



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