

Registered Community Organizations



Raymond W. Gastil, AICP, Director

Andrew Dash, AICP, Assistant Director

Agenda

- ❑ Need Statement
- ❑ Outreach & Input
- ❑ Legislation
 - Purpose
 - Definitions
 - Requirements for RCO Status
 - Registration Items
 - Renewal of Registration
 - Responsibilities of City
 - Responsibilities of Community Organizations
 - Roles in Development Activities
 - De-Listing and Re-Listing
- ❑ Next Steps
- ❑ Technical Resources & Education

Need

- Acknowledge robust community organizations by developing a framework that incorporates them into the development process
- Formalize the role of community organizations in the planning and development processes
- Establish standing over Boards/Commissions decisions
- Create a standard for notice and meetings
- Create a clear, defined community process for developers
- Formalize the role of community organizations in capital investments and other initiatives

Outreach & Input

Community Based Organization Focus Group

- ❖ Coalition CBO's
- ❖ Issue-Based CBO's
- ❖ Citywide CBO's
- ❖ Geographic-based Overlap CBO's
- ❖ Council Member Appointee
- ❖ Planning Commissioner

Internal Focus Group

- ❖ Mayor's Office - Community Affairs, etc
- ❖ DCP - Zoning Administrator
- ❖ PLI Director
- ❖ DPW

City Councilor Meetings

Additional Meetings

CBO Focus Groups

- Invited **26 CBO's** and **1 Planning Commissioner**
- 23 CBO's agreed to participate
- **21 CBO's participated** in **at least 1 meeting**
- **18 CBO's participated** in **1+ meetings**
- Planning Commissioner attended 4 meetings

| Neighborhood Allies | Pittsburgh Community Reinvestment Group | |
|-----------------------------------|---|--------------------------|
| Baum-Centre Initiative | Northside Coalition for Fair Housing | GTECH |
| Hilltop Alliance | Oakland Planning & Development | Southwest Pittsburgh CDC |
| Northside Leadership Conference | CASGED | Hazelwood Initiative |
| Hill CDC | Lawrenceville Corp | Lawrenceville United |
| Squirrel Hill Urban Coalition | East Liberty Development Inc | Bloomfield Garfield Corp |
| Design Center | Bloomfield Development Corp | Operation Better Block |
| Homewood Collaborative | South Side Slopes Neighborhood Association* | Larimer Consensus Group* |
| Beltzhoover Neighborhood Council* | Bloomfield Citizens Council* | *- did not attend |

CBO Focus Group Meetings

- ❖ August 9, 2016: Benefits
- ❖ August 23, 2016: Transparency
- ❖ September 14, 2016: Geographic Overlap
- ❖ September 27, 2016: Membership
- ❖ October 11, 2016: Registration Process & Enforcement

Internal Focus Group Meetings

❖ January 26, 2017

❖ February 16, 2017

| | | |
|------------------------------------|------------------|-----------------|
| | | |
| Mayor's Office | Grant Gittlen | Henry Pyatt |
| | Lex Janes | Majestic Lane |
| City Planning | Corey Layman | |
| Permits, Licenses, and Inspections | Julianne Reiland | |
| Legal | Rachel O'Neill | Daniel Friedson |
| Public Works | Lee Haller | Marcelle Newman |
| Finance | Paul Leger | David Clarke |
| Urban Redevelopment Authority | Bethany Davidson | Kyra Straussman |

City Councilor Meetings

| District 1 | Darlene Harris | |
|------------|--------------------|----------------|
| District 2 | Theresa Kail-Smith | March 22, 2017 |
| District 3 | Bruce Kraus | March 16, 2017 |
| District 4 | Natalia Rudiak | March 16, 2017 |
| District 5 | Corey O'Connor | March 15, 2017 |
| District 6 | Daniel Lavelle | May 22, 2017 |
| District 7 | Deborah Gross | March 20, 2017 |
| District 8 | Daniel Gilman | March 30, 2017 |
| District 9 | Ricky Burgess | May 24, 2017 |

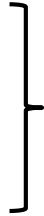
Additional Meetings

| | |
|----------|---|
| 12/15/15 | Northside Leadership Conference's Vacant Structure Working Group |
| 2/2/16 | City Planning Commission |
| 11/10/16 | Strip District Neighbors |
| 11/10/16 | Pittsburgh Community Reinvestment Group's Vacant Property Working Group |
| 11/15/16 | Planning Commission |
| 1/3/17 | Bellefield Area Citizens Association |
| 1/24/17 | Perry Hilltop Citizens Council & Fineview Citizens Council |
| 5/9/17 | 31st Ward Community Action Group |
| 5/11/17 | Shadyside Action Coalition |
| 5/25/17 | PCRG' Eighth Annual Community Development Summit |
| 6/13/17 | 2017 Real Estate Co-Powerment Series |
| 10/26/17 | 2017 Real Estate Co-Powerment Series |
| 1/10/18 | PCRG Q&A Session |
| 1/11/18 | DCP Q&A Session |

Legislation

TITLE ONE: ADMINISTRATIVE

- Establish RCO's
 - Requirements
 - Benefits
 - Registration Process



Current Legislation Discussion

TITLE ONE: ADMINISTRATIVE

ARTICLE IX: BOARDS, COMMISSIONS, AND AUTHORITIES; CHAPTER 175: ART COMMISSION

- Notification
 - Projects before Boards & Commissions

TITLE NINE: ZONING CODE

- Notification
 - Projects before Boards & Commissions

TITLE ELEVEN: HISTORIC PRESERVATION

- Notification
 - Nominations
 - Projects before Boards & Commissions



Future Legislation Items

Purpose

- Create framework to improve cooperation between City and community organizations
- Improve flow of information to organizations
- Encourage community organizations to work cooperatively with adjacent or overlapping community organizations
- Encourage community organizations to conduct business in an organized, representative and fair manner, in order to include as many neighborhood citizens as possible
- Cultivate neighborhood participation that reflects the ethnic and socio-economic composition of the neighborhood
- The City of Pittsburgh values the benefits organizations bring to the community and holds each in equal regard

Definitions

Community Organization: A voluntary group of individuals organized around a particular community interest or geographic area for the purpose of collectively addressing issues and interests common to that group. A community organization is not a subsidiary of the City of Pittsburgh government.

Public Hearing: A meeting of the Zoning Board of Adjustment, Planning Commission, Historic Review Commission, Art Commission or other legislative or quasi-judicial body conducting City business during which the public or other agencies are allowed to give testimony concerning issues under consideration.

Requirements for RCO Status

- ❑ **501(c)3 nonprofit corporation** in good standing with the state of Pennsylvania, or fiscal sponsorship with a 501(c)3 nonprofit corporation in good standing with the state of Pennsylvania via a Memorandum of Understanding
- ❑ Adopted **bylaws**
- ❑ Adopted a **Conflict of Interest Policy**
- ❑ Adopted a **statement of purpose or mission**
- ❑ An **identified geographic boundary**, identified either by approved bylaws or passed by another action of the organization
- ❑ **Transparent Board Selection Process** and **Defined Terms**

Requirements for RCO Status

- ❑ A written **communication strategy** which includes the following provisions:
 - The methods the community organizations uses to reach out to community
 - The reasons they use those methods, including data to support these reasons
 - Strategy to inform residents and businesses about the community organization's communication strategy and where the community can access this information
 - Strategy to provide outreach to the community of upcoming meetings
- ❑ **Regular meetings**, not less than twice per calendar year, which are **open to all members of the public**
- ❑ Adopted a **Policy Against Discrimination**
- ❑ A **website** which provides the following information:
 - Advance **notification** of meetings
 - Meeting **Agendas, Decisions, and Minutes**

Registration Items

- ❑ **Official name**
- ❑ **Boundaries**
- ❑ **Names, mailing addresses, telephone numbers and e-mail addresses** of its **current officers or Board members**
- ❑ Copy of the organization's **IRS Determination Letter** or **Memorandum of Understanding**
- ❑ Copy of the **Conflict of Interest Policy**

Registration Items

- ❑ Copy of the **statement of purpose or mission** of the Organization
- ❑ Copy of the **bylaws**
- ❑ **Schedule and process for electing** officers or Board members
- ❑ **Communication Strategy**
- ❑ **Time and place of regular meetings**
- ❑ Copy of the **Policy Against Discrimination**

Renewal of Registration

- ❑ **Biannual renewal**
- ❑ **RCO must submit a request for renewal by December 1** of every other year
- ❑ Upon approval, a community organization will be **registered from January 1 of the next year through December 31 of the following year.**

Responsibilities of City

❑ **Publication:**

- City shall **maintain a current map** of the boundaries and **a current list** of the official names, boundaries, officers, and contact persons of all registered community organizations
- City shall make a reasonable attempt to **provide a list of all registered community organizations and their contact information to all residents, property owners, business owners, schools and nonprofit agencies** in the City of Pittsburgh.

❑ **Education:**

- City shall adequately **educate community organizations and the public on city policy, procedures, and actions**

❑ **Public Engagement:**

- **Each city department** shall **strive to utilize best public engagement practices** to **educate, engage, and receive input** from the public at a level that is consistent with the scope of impact of a proposal or project.

Responsibilities of Community Organizations

- ❑ **Renew registration** with the Department of City Planning on a biannual basis
- ❑ **Establish orderly and democratic means for forming representative public input through civil and respectful dialogue.**
- ❑ **Establish and follow a clear method for reporting** to the city actions which accurately reflect their position. Include the means by which a recommendation or decision was reached, how many residents and businesses were involved and what the outcome was.
- ❑ By interaction with its members, residents, and the city, **foster open and respectful communication** between the community organization and representatives of city departments on plans, proposals and activities affecting the interests of the community organization.

Roles in Development Activities

❑ Neighborhood Plan Adoption/Recognition:

- The City shall develop a **Neighborhood Planning Manual** which outlines **policies and procedures to formally adopt/recognize Neighborhood Plans** developed by registered community organizations.

❑ Reregistration Notification:

- **The Department of City Planning shall notify each registered community organization** of pending requirements for **reregistration** prior to December 1 of that year.

Roles in Development Activities

❑ **Required Development Activities Meeting:** A meeting shall be required between an applicant and the applicable registered community organization(s) for any development activity that requires:

- **Public Hearing** (Development Activities Meeting is an application requirement)

AND

- **Project Threshold**

- 2,400 sf of new or expanded structure
- 4 + new residential units
- New or enlarged parking with 10 + stalls
- Use Variances
- Zoning Map Amendments
- Project Development Plans
- Planned Developments - PDP
- Planned Developments - FLDP
- Master Development Plans
- Institutional Master Plans
- Historic Review Commission
- Art Commission

Roles in Development Activities

❑ Required Meeting with Developer – Development Activities Meeting:

- The Department of City Planning shall **require an applicant to coordinate with the applicable RCO to schedule a time, date and place of a public meeting to discuss the applicant's proposal.** That meeting, in which the applicant must participate, must take place **at least thirty (30) days prior to the first public hearing.** The **applicant shall then notify** the Department of City Planning and **neighborhood planner of the time, date and place of the public meeting.**
- If there are **two or more RCO's** whose registered boundaries include the applicant's property, the **Department of City Planning shall schedule a time, date and place of a public meeting for the applicant** to discuss their proposal with the applicable RCO's. That meeting, in which the applicant must participate, must take place **at least thirty (30) days prior to the first public hearing.**

De-Listing and Re-Listing

- ❑ Any registered community organization which does not meet, or **ceases to meet, the eligibility standards and requirements to become a Registered Community Organization** or which **does not renew registration** shall be **no longer considered a Registered Community Organization** and shall cease to be listed.
- ❑ **Upon demonstrating that it has corrected the deficiency** that caused its de-listing, **a community organization shall**, at that time, **be re-listed** as a registered community organization.

Next Steps

- ❑ Legislation Adoption
 - Q1 of 2018
- ❑ Policy Development (post legislation)
 - Policy for delisting – i.e. two 30-day notices for violations before delisting
 - Policy for Memorandum of Understanding – minimum language requirements
 - Policy on posting of agendas, decisions, and minutes – timing and exceptions (personnel matters, executive session items)
 - ...
- ❑ Fully develop website
 - <http://pittsburghpa.gov/dcp/programs/rco/index.html>
- ❑ Technical Assistance

Website Preview

DCP: Registered Community Organizations



Announcements

Fact Sheet

Map of RCO's

List of RCO's

The Pittsburgh City Code includes provisions for ensuring that neighbors of proposed developments are notified and have an opportunity to provide input regarding zoning decisions that may impact them. This is accomplished through a standardized system of public meetings that are held in communities and convened by Registered Community Organizations (RCOs) as well as public hearings.

Developers are required to meet with the local RCO(s) in order to apply for a public hearing for projects above a certain threshold (list found [here](#)). Where there is more than one RCO in an area, the Neighborhood Planner will convene the public meeting in a neutral location. The Department of City Planning keeps an updated list and map of RCOs on this website. Registration for RCO status occurs in December of each year. Each RCO must renew their registration with the Department of City Planning every TWO years.

2019 RCO Registration is now open!!!

The 2019 Registered Community Organization (RCO) registration period **is now open**. Applications will be accepted until December 31, 2018. Please apply online [here](#). A printable pdf is also available [here](#). If you have any questions, please [contact us here](#).

Website Preview

DCP: Registered Community Organizations



Announcements

Fact Sheet

Map of RCO's

List of RCO's

What is an RCO?

A Registered Community Organization (RCO) is a designation that gives formal status to community organizations that register with the City of Pittsburgh and provides benefits to those organizations.

What are the benefits of becoming a RCO?

The benefits of becoming a RCO include:

- Notification of public hearings
- Guaranteed meeting with developer / applicant prior to public hearing
- Adoption of Neighborhood Plan is a possibility
- Placement on Official Maps, Brochures, and Directories

How does a group become a RCO?

The requirements to become a RCO include:

- 501(c)3 nonprofit corporation in good standing with the state of Pennsylvania, or affiliation with a 501(c)3 nonprofit corporation in good standing with the state of Pennsylvania via a Memorandum of Understanding
- Adopted bylaws
- Adopted a Conflict of Interest Policy

Website Preview

DCP: Registered Community Organizations



Announcements

Fact Sheet

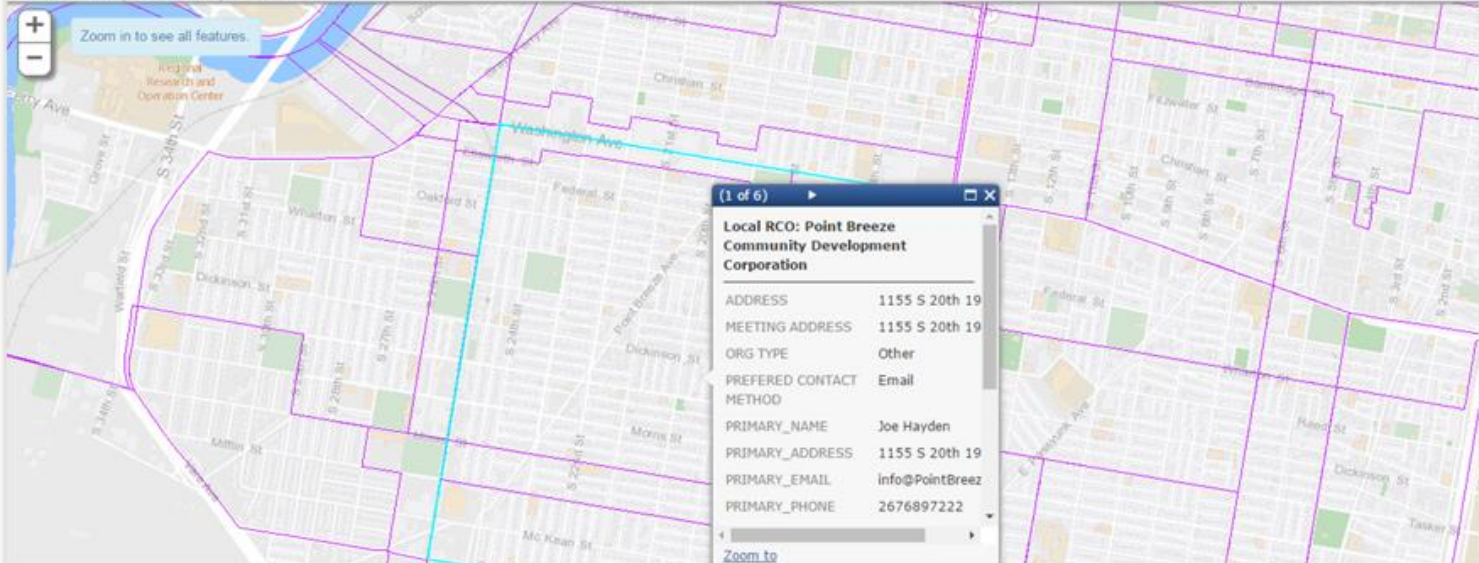
Map of RCO's

List of RCO's

Search Legend Regions



Zoom in to see all features.



Website Preview

DCP: Registered Community Organizations

[Announcements](#)[Fact Sheet](#)[Map of RCO's](#)[List of RCO's](#)

LIST OF RCO'S

Updated: Monday, July 11, 2016

| Organization Name | Organization Address | Meeting Location Address | Preferred Contact Method | Primary Name | Primary Address | Primary Email | Primary Phone | Expiration Year |
|--|--|---|--------------------------|---------------------|---|--------------------------|---------------|-----------------|
| 10th Democratic Ward | PO Box 6583 | 7254 Limekiln Pike , 19138 | Email | Isabella Fitzgerald | 1961 Penfield Street Philadelphia, PA 19138 | izyworks925@gmail.com | (215)429-8051 | 2018 |
| 10th Republican Ward | 7123 Forrest Ave, 19138 | 7123 Forrest Ave, 19138 | Email | Kevin Strickland | 7123 Forrest Avenue, 19138 | klstrickland9@gmail.com | (267)312-5969 | 2016 |
| 11th Republican Ward | 1638 W. Lehigh Ave, 19132 | Jerome Brown Recreation Center 1919-41 W. Ontario St. | Email | Michael Bradley | 1446 S Marston St Philadelphia, PA 19146 | ward11gop@outlook.com | (215)408-6655 | 2017 |
| 12th Republican Ward | 144 Rochelle Avenue Philadelphia, PA 19128 | | Email | Rich Hellberg | 144 Rochelle Avenue Philadelphia, PA 19128 | rickhellberg@comcast.net | (610)585-6789 | 2016 |
| 12th Street Advisory Board | 2901 N. 12th Street, Phila, Pa 19133 | 2901 N. 12th Street, Phila, Pa 19133 | Email | Michael Abdullah | 2853 N. Watts Street Phila, Pa 19132 | abdmike9@aol.com | (215)400-1318 | 2017 |
| 13th Democratic Ward | P.O. Box 25563, 19140 | Truimph Baptist Church Germantown and Hunting Park Ave, 19140 | Email | Charles Carn | PO Box 97771 | charles.carn@dla.mil | (215)873-3503 | 2016 |
| 13th Republican Ward | 3725 N. Bouvier Street Philadelphia, Pennsylvania 19140 | 3725 N. Bouvier Street Philadelphia, Pennsylvania 19140 | Email | Daphne Goggins | 3725 N Bouvier St, 19140 | dafster2010@gmail.com | (267)974-1149 | 2016 |
| 14th Ward Democratic Executive Committee | 1117 Mt. Vernon Street Philadelphia, Pennsylvania 19123 | 1100 Poplar Street Philadelphia, Pennsylvania 19123 | Email | Diane Monroe | 1117 Mt. Vernon Street Philadelphia, Pennsylvania 19123 | Diana.Davis@comcast.net | (215)605-5618 | 2017 |
| 16th Republican Ward | 2250 N. Bouvier Street Philadelphia, Pennsylvania 19132 Philadelphia, Pennsylvania 19140 | 2250 N. Bouvier Street Philadelphia, PA - Pennsylvania 19140 | Mail | Dedric Council | 2250 N. Bouvier Street Philadelphia, Pennsylvania 19132 | dafster2010@gmail.com | (215)501-6037 | 2017 |

Technical Resources & Education

DCP Role:

- ❑ Neighborhood Planning Manual
 - Coming in 2018 in concert with development of Comprehensive Plan
- ❑ Planning & Resilience Academy – education to residents
 - Coming in 2018/2019 in concert with development of RCO's & Neighborhood Planning Manual
- ❑ State of the Neighborhoods – planning data & metrics
 - Coming in 2018 in concert with development of Comprehensive Plan



Questions?