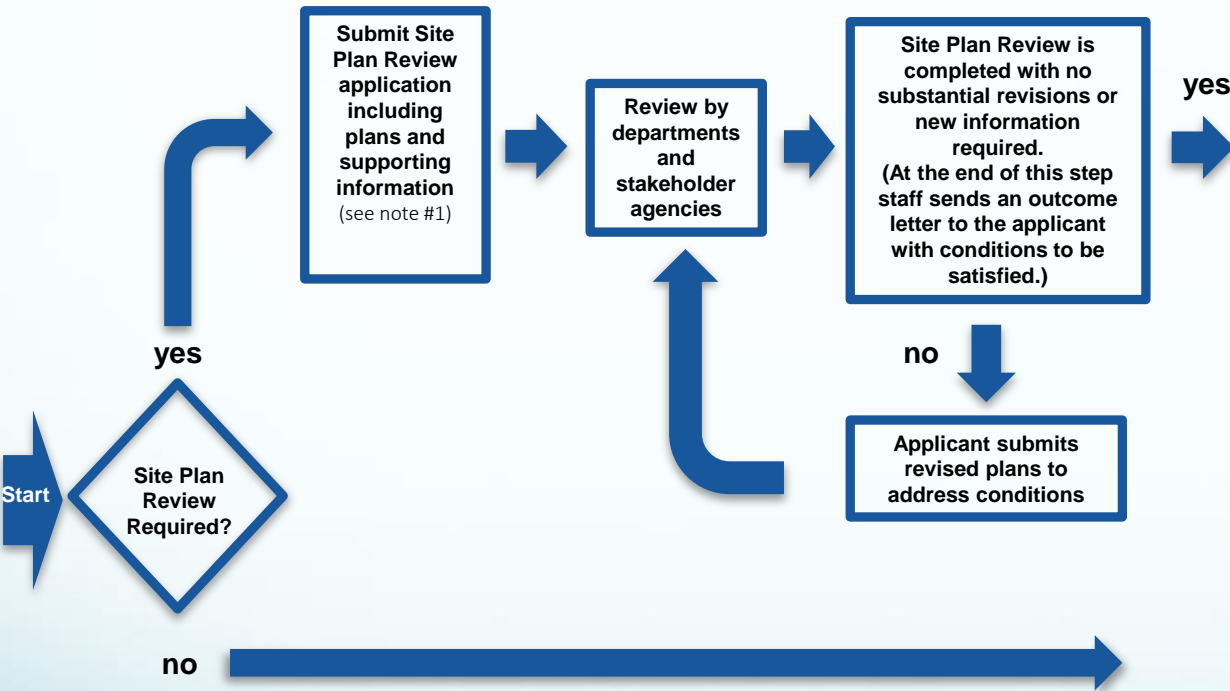


Site Plan Review & Building Permit

Typical Commercial Development

2 weeks or less typical



Building Permit Application & Review

- Applicant submits complete **building permit** application with construction plans. (See note #2)
- Application routed for review to:
 - Development Services
 - Building
 - Trades
 - Site
 - Planning
 - Fire Prevention
 - Engineering
 - Utilities
 - Water Pollution Control
- As needed, review comments and request for revisions are sent to design professional.
- Design professional makes any necessary revisions and resolves issues.
- After compliance is determined, approve & issue building permit upon payment of fees.

Notes / typical submittal requirements include:

1. Site Plan Review Application, 2 prints of Site Plan, 2 prints of Landscape Plan (unless included on site plan); exterior elevations may be required; storm water drainage information required and management report required for treatment BMPs where applicable; electronic files of all in pdf format.
2. Building Permit Application, two full sets of construction plans and 8 sets of civil plans, storm water drainage and management reports as required, electronic files of all in pdf format requested.